

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 3

MINUTES of JUNE 18, 2026

Regular Monthly Meeting

The following Commissioners were present: **Stuart Magloff, Don Wagner and Susan Shirley-Menzel. Commissioner Alan Stahlman arrived at 2:26 PM.** Commissioner Holly Gill was not in attendance. Fire Chief Robert Mikel, Assistant Fire Chief Christopher Clapper, CFO/CFA Angela Hemphill, Lieutenant Charles Richard and Commissioner Bob Janusaitis, ESD 2 President.

Call to Order and Confirmation of a Quorum:

President Magloff called the meeting to order at 1:34 PM and declared that a quorum was present and confirmed with Commissioner Shirley-Menzel that the meeting notice was posted in compliance with Government Code 551.041 and 551.043. She affirmed.

Citizens' Comments:

No citizen comments.

Approval of Minutes:

The May Regular Meeting Minutes were reviewed and accepted by the Board.

Treasurers / Chief Financial Officer's Report:

CFO/CFA Hemphill reported on the monthly financial report which included the previous month and current month's comparison. The budget vs. actual was reviewed. The expenses for the month, the vendor summary and property and sales tax collections were reviewed.

Chief's Report:

Fire Chief Mikel reported on current CAD problems, and that Judge Hoyt is taking on County Emergency management coordination. Lieutenant Casey Mainz is now the Quartermaster and will be reviewing improvements and preparing for move when Administration Building is completed. This has left an opening for Engineer/Lieutenant. A promotional process will be conducted in the next 90-120 days to fill that vacancy. He reviewed status of position changes and new hiring. With the July 4th Fireworks display on the lake and requests from a couple subdivisions for standby fire protection, there will be several opportunities for overtime. Also, the Active Shooter RTF program held at CLHS was reviewed. The department is updating the use of Cybersecurity. It was decided to have the discussion in a Closed Meeting.

President Magloff stated, "The Comal County ESD No.3 Board is now entering a Closed Meeting pursuant to Texas Government Code Section 551.076 to deliberate department security." The time is now 2:19 pm.

President Magloff stated the Closed Meeting is now over. It is 2:32 pm. No action was taken during the Closed Meeting.

After the Closed Meeting, it was suggested that a committee be formed to review Cybersecurity protocol and that the committee members be Chief Mikel, ESD 2 Commissioner Bob Janusaitis and Todd Frisk, IT Specialist for Comal County ESD 2 and ESD 3.

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Committee Reports:

Apparatus Committee:

Fire Chief Mikel reported on status of brush trucks and about ordering a new Engine for 2031.

Audit Committee:

Nothing new to report.

Budget and Finance Committee:

CFO/CFA Hemphill stated that she is working on securing the date for the Budget Workshop.

Building Committee:

Commissioner Stahlman updated the Board on the construction progress of Station No. 52 and the Administrative/Training Building. Site work continues at Station No. 52. Although there have been some rain delays, both buildings are progressing on schedule.

Compensation Committee:

The process of the salary survey continues.

Strategic Planning Committee:

Chief Mikel is working on new formats to present to the ESD's. President Magloff asked Chief Mikel to send to both boards for review prior to their next monthly meetings. Chief Mikel acknowledged.

Canyon Lake Fire/EMS, Inc:

We continue to wait for suggestions of assistance we can provide to CRRC.

Canyon Lake Professional Firefighters Association Local 4713:

Nothing new.

OLD BUSINESS:

No old business.

NEW BUSINESS:

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED PURCHASE ORDER 26050063 FOR PARAMEDIC SCHOOL TUITION FOR THREE PERSONNEL THROUGH AXON EDUCATION, LLC TOTALING \$18,825. (BUDGETED)

MOTION: Commissioner Wagner mover to approve the proposed purchase order 26050063 for Paramedic School tuition for three personnel through Axon Education, LLC totaling \$18,825 (Budgeted). Commissioner Shirley-Menzel seconded.

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ACTION: The motion passed unanimously.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED PURCHASE ORDER FOR ONE (1) FOUTS BROS. 2,000 GALLON TANKER, HALE 1250 GPM PUMP, ON A SINGLE CAB KENWORTH T-480 CHASSIS THROUGH METRO FIRE APPARATUS SPECIALISTS TOTALING \$510,283.00 (BUDGETED MP-2027).

MOTION: Commissioner Stahlman moved to approve the proposed purchase order for one (1) Fouts Bros. 2,000-gallon tanker, Hale 1250 GMP Pump, on a single cab Kenworth T-480 chassis through Metro Fire Apparatus Specialists totaling \$510,283.00 (Budgeted MP-2027). Commissioner Shirley-Menzel seconded.

ACTION: The motion passed unanimously.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED PURCHASE ORDER FOR REPAIRS TO ENGINE 4899 (ENGINE 53 RESERVE) THROUGH SIDDONS MARTIN EMERGENCY GROUP TOTALING \$25,196.37.

MOTION: Commissioner Stahlman moved to approve the proposed purchase order for repairs to Engine 4899 (Engine 53 Reserve) through Siddons Martin Emergency Group totaling \$25,196.37. Commissioner Shirley-Menzel seconded.

ACTION: The motion passed unanimously.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED REVISION TO POLICY 704-IT, CYBERSECURITY AND AI GOVERNANCE.

Bob Janusaitis reported on Cybersecurity and AI Governance issues and how Policy 704-IT will address this. President Magloff requested that a committee be created to oversee cybersecurity and regularly give status updates to the Board.

MOTION: Commissioner Shirley-Menzel moved to approve the proposed revision to Policy 704-IT, Cybersecurity and AI Governance. Policy 704-IT and the possibility of committee creation to be discussed further at the July Regular Monthly Meeting. Commissioner Stahlman seconded.

ACTION: The motion passed unanimously.

Commissioner's Comments:

No Commissioner comments.

Announcements:

Safe D will be offering a CEU credit course on Cybersecurity and AI by Bob Janusaitis on June 27th 10:00 am to 1pm at the Tye Preston Library.

Next Meeting: Thursday, July 23, 2026, at 1:30 PM Regular Monthly Meeting.

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Adjournment: Meeting Adjourned at 3:23 PM.