

EMERGENCY SERVICES DISTRICT No. 2
COMAL COUNTY, TEXAS
P. O. BOX 2140
Canyon Lake, Texas 78133

Minutes of Regular Meeting August 20th, 2020

CALL TO ORDER: Ken Schein, Vice President, confirmed that the official notice for this meeting was properly posted, then declared a quorum and called the meeting to order at 6:30 pm. Other commissioners present were: Archie Dishman and Jim Whitcomb. Also present was Fire Chief Darren Brinkkoeter, Assistant Fire Chief Robert Mikel, EMS Division Chief Brandon Kludt and Business Manager Angela Hemphill. Commissioner Tom Crossan and Francesca Hays were not in attendance for this meeting.

CITIZEN'S COMMENT: There were no citizens present.

PUBLIC HEARING: There were no citizens present.

APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING: The minutes of the regular meeting on July 16th and Budget Workshop held July 31st had been emailed prior to the meeting. There were no changes/corrections requested. The board accepted both sets of proposed minutes as presented.

CHIEF'S REPORT: EMS Division Chief Brandon Kludt informed the board that there were 272 EMS calls for service for the month of July. The average response time was 7:19. The board and the Chiefs discussed the remainder of the report. The board acknowledged the report as given.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED BUSINESS ASSOCIATE AGREEMENT BETWEEN PULSARA AND COMAL COUNTY ESD NO. 2 FOR SOFTWARE THAT ALLOWS FOR RADIO REPORT TO HOSPITALS:

Chief Kludt informed the board that we are awaiting legal counsel review and asked that this agenda item be tabled until the next monthly meeting. The board acknowledged.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED PURCHASE ORDER FOR ONE (1) APX 8500 DUAL BAND MOBILE RADIO FOR THE NEW MEDIC UNIT FROM MOTOROLA TOTALING \$6,559.05 (BUDGETED):

Chief Kludt stated that this is one of the final items needed and was budgeted for the new medic unit that is in production at Frazer currently. **Commissioner Whitcomb moved to approve the proposed purchase order for one (1) APX 8500 Dual Band mobile radio through Motorola totaling \$6,559.05. Commissioner Dishman seconded. All commissioners approved.**

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON THE PROPOSED AMENDMENTS TO THE CURRENT AGREEMENT BETWEEN COMAL COUNTY ESD NO. 3, COMAL COUNTY ESD NO. 2 AND CANYON LAKE FIRE/EMS FOR ADMINISTRATION OF THE COMMUNITY HEALTH PARAMEDIC PROGRAM (CHPP):

Chief Kludt stated that the Canyon Lake Fire/EMS, Inc. board of directors met previously and discussed modifying the fee schedule to more accurately reflect expenses. This would allow the program to continue to operate into 2021. **Commissioner Whitcomb moved to approve the proposed amendment to the CHPP agreement between Comal County ESD No. 2, No. 3 and Canyon Lake Fire/EMS as presented contingent on the filing of the Form 1295 with TEC. Commissioner Dishman seconded and all commissioners approved.**

DISCUSS FUTURE TOWN HALL/PROPERTY OWNER'S ASSOCIATION MEETINGS FOR RESIDENTS WITHIN THE AREAS SURROUNDING STATIONS 54 AND 56:

Commissioner Whitcomb stated that he felt the virtual tour as suggested in previous meetings and a small ceremony on the opening of the stations will be adequate due to the continue pandemic occurring. The board discussed removing this agenda item going forward unless a commissioner request it be added back in the future.

CONSIDER AND DISCUSS CURRENT AND FUTURE STAFFING NEEDS DUE TO INCREASE IN CALL VOLUME OF EMERGENCY MEDICAL SERVICES:

Discussion occurred over current staffing and the possible needs in the future. The board discussed removing this reoccurring agenda item until the Chiefs request it to be discussed in the future.

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CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION/APPROVAL OF THE PROPOSED FY2021 ANNUAL MAINTENANCE & OPERATIONS BUDGET:

The board reviewed the proposed budget as presented. **Commissioner Whitcomb moved to approve the FY21 budget as proposed. Commissioner Dishman seconded. All commissioners approved.**

TAKE RECORD VOTE ON DISTRICT'S 2020 MAINTENANCE & OPERATIONS TAX RATE, ADOPT AN ORDER LEVYING TAXES AND AUTHORIZE FILING THE ORDER WITH THE COMAL COUNTY TAX ASSESSOR/COLLECTOR:

Commissioner Dishman moved to approve the order adopting the proposed tax rate of \$.079/\$100 Valuation and authorizing filing of the order with the Comal County Tax Assessor/Collector. Commissioner Whitcomb seconded along with Commissioner Schein voting in favor of the motion. All commissioners approved.

RECEIVE REPORT FROM THE TREASURER AND CONSIDER TAKING RELATED ACTION INCLUDING APPROVAL OF MONTHLY BILLS, INVOICES AND THE FINANCIAL REPORT:

Commissioner Dishman distributed copies of the Treasurer's Report. Included in the report were Budget to Actual at 7/31/20, Statement of financial position for 7/31/20, Statement of Financial Income and Expense for July and YTD and ESD#2 Ad Valorem Tax Receipts comparison 2005 thru 2020. **The board acknowledged the report given by Commissioner Dishman.**

Commissioner Dishman stated that there were 14 claims to be approved for payment:

ESD#3	(date check 9/1/20) July p/r	\$268,949.74
Lake & River Landscape	mow 6/15, 7/9. 8/4	\$180.00
Mobile Electric Power	backup generator	\$2,259.00
Triple Peak Auto	units 4311 brakes, 8234 door latc, 2772 oil	\$1,041.86
Stryker	qtrly. maintenance	\$4,782.60
Stryker	Lucas device - new medic	\$14,949.67
Bluebonnet Motors	unit 43311 warranty work	\$373.11
Ace Hardware	medic 50 shoreline adhesive removal	\$55.23
Anaconda Networks	new medic - net cloud service	\$2,824.00
Handtevy	Pedi bag - new medic	\$772.40
GE Healthcare	VSCAN x4 ultra sound devices	\$15,984.00
Eitan Group	Sapphire infusion pumps x 8	\$17,175.92
Comal Appraisal Dist.	4th qtr fees	\$9,056.59
Ranger Auto	Medic 51 batteries x2	\$266.34

Commissioner Whitcomb moved to approve payment for claims submitted and Commissioner Dishman seconded. All commissioners approved; motion carried. Commissioner Whitcomb praised Chief Kludt and Mrs. Hemphill for their monitoring and fiscal accountability of the budget for ESD 2.

RECEIVE, CONSIDER AND DISCUSS RELATED BUSINESS TO COMMUNITY OUTREACH:

Commissioner Hays was absent for this meeting – no report given.

COMMISSIONER COMMENTS:

Commissioner Dishman thanked Chief Kludt and Mrs. Hemphill for their diligence in the development of the FY21 budget.

PRESENTATION OF COMMUNINCATIONS RECEIVED:

Mrs. Hemphill stated that district did not receive any communications.

NEXT MEETING:

Regular Monthly Meeting - Thursday, September 17th at 6:30PM through Zoom.

ADJOURN: Meeting adjourned at 7:14 PM