

COMAL COUNTY
EMERGENCY SERVICES DISTRICT No. 3

PUBLIC NOTICE

The board of Comal County Emergency Services District No. 3 will hold a **Regular Monthly Meeting Wednesday, December 15, 2021 at 5:30 PM** at Canyon Lake Fire/EMS Station 51, 1074 Scissortail, Canyon Lake, TX 78133. The meeting is open to the public.

1. The Opening meeting Agenda is as follows: Invocation, Pledges of Allegiance, Call to Order, and Statement of Quorum.

PUBLIC COMMENT

2. **Public Comment:** In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners.
It is also the policy of Comal County Emergency Services District No. 3 that Public Comment at regular monthly meetings of the Board of Commissioners will be limited to a total of 20 minutes, and individual comments will be limited to 3 minutes. A speaker may not speak for more than 3 minutes by accumulating time periods of other speakers.

CONSENT ITEMS

3. Consider, discuss and take appropriate action on acceptance of the meeting minutes from November regular meeting.
4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
 - Monthly bills and invoices;
 - Monthly financial report;
 - Report on transfer of funds form TexPool General Ops account to the TexPool Reserve account.
 - Proposed Capitalization policy

REPORTS/ACTION ITEM

5. Consider, discuss and take appropriate action on Reports from Interim Fire Chief and EMS Division Chief:
 - Status YTD Report: Grants (Awarded and Pending);
 - Update on current TEEX Paramedic program;
 - Update on status of radio communication;

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- Update on ESD No. 7 discussions;
- Update on the Bexar Metro 9-1-1 with Chief Zipp;
- General discussion and questions

COMMITTEE REPORTS

Apparatus – Jane Bowen (Chair), Alan Stahlman
Consider, discuss and take appropriate action on:

- Current and Future needs

Audit – Don Wagner (Chair), Holly Gill
Consider, discuss and take appropriate action on a status report:
Proposal from ABIP for the FY21 annual audit to be conducted.

Budget and Finance – Alan Stahlman (Chair), Holly Gill
Consider, discuss and take appropriate action on a status report.

Building – Alan Stahlman (Chair), Susan Shirley-Menzel
Consider, discuss and take appropriate action on a status report from the Building Committee.

Community Outreach - Susan Shirley-Menzel (Chair)
Consider, discuss and take appropriate action on development of a community outreach program to educate the public about Canyon Lake Fire/EMS that will contribute to improvement in the health and safety of the community:

- Status Report from committee meetings

Compensation Committee – Don Wagner (Chair), Holly Gill
Consider, discuss and take appropriate action on a status report including:

- Update of posting of the Fire Chief position
- The Board will enter into a closed meeting pursuant to the Texas Government Code Section 551.074 to consider and discuss the recommendations of the Compensation Committee about the 2021 evaluation of the Job Performance and 2022 Goals for the Chief Financial Officer Angela Hemphill.
- Adoption of proposed ESD 3 Job Description for the Chief Financial Officer
- Approval of the proposed FY22 Compensation for the Chief Financial Officer

Strategic Planning – Jane Bowen (Chair), Holly Gill
Consider, discuss and take appropriate action on a status report and approval by the board.

OLD BUSINESS

6. Report on Status of 501C3 Fundraising.

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7. Update on the creation of a Shape File of ESD No. 2 and No. 3 for submission to the County
8. Status report on completion of the Interlocal Agreement between Comal County ESD No. 3, No. 2 and No. 6.

NEW BUSINESS

9. Consider, discuss and take appropriate action on proposed purchase order for 2022 Pierce Custom Enforcer totaling \$704,671.22 through Siddons Martin Emergency Group, LLC
10. Ratification of President Wagner's approval of rental agreement between Canyon Lake Cabin and Cottages and Comal County ESD No. 3
11. Commissioners Comments (Not subject to vote)
12. Announcements
13. Next Meeting: January 2022 date to be determined.
14. Adjournment

NOTICE:

If, during the course of the meeting covered by this Notice, the Board of Commissioners should determine that a closed meeting or session of the Board of Commissioners is required, then such a closed meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code, Section 551.001, et seq., will be held by the Board of Commissioners at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Board of Commissioners may conveniently meeting such closed meeting or session concerning any and all purposes permitted by the Act.

Should any final action, final decision, or final vote be required in the opinion of the Board of Commissioners with regard to any matter considered in such closed meeting or session, the final action, final decision, or final vote shall be either:

- a. in the open meeting, covered by the Notice upon reconvening of the public meeting;
- b. at a subsequent public meeting of the Board of Commissioners upon notice thereof;
- c. as the Board of Commissioners shall determine

Comal County Emergency Services District No. 3 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Angela Hemphill, Manager for Comal County Emergency Services District No. 3 at (830) 907-2922, EXT 304 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.

Susan Shirley-Menzel, Secretary, CCESD No. 3

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