

Emergency Services District No. 2

Comal County, TX
P.O. Box 2140, Canyon Lake, TX 78133

Minutes of Regular Meeting
Monday, March 23, 2026, at 6:30 PM at
Prepared By: Chelsea Ormond, Secretary

Workshop Agenda

Call to order, establishment of a quorum, pledges, and prayer. President Janusaitis called the meeting to order at 6:30pm, declared a quorum present and led the pledges and prayer. Other Commissioners present were Hays, Czapinski, Ormond, Chief Mikel, and Angela Hemphill, CFO.

Recognition and welcome of citizens present and their comments. No public comment.

Canyon Lake Professional Fire Fighters Association Report - No report.

Chief's Operational Report:

Consider, discuss, and take appropriate action regarding EMS activity data including call volume, response times, training reports and personnel status, and additional Fire/EMS items of interest.

- Chief announced the new administrative hire, Mrs. Orona, filling the Procurement and Financial Support Specialist position.
- Chief recently spoke to Dispatch/CAD for a collaborative meeting with County Judge Hoyt and Jeff Kelley, EMC.

Minutes of the February meeting were approved as presented.

Governmental & Regulatory Updates -

Discussion of legislative/policy review, compliance, and enforcement updates. Janusaitis reported that our vendor Stryker reported a cyber attack on March 11 with significant impact to their operations but as of today, all systems are back up and certified to be working.

1. HIPAA Security Rule final rule and other regulatory updates- Janusaitis reported that the ruling finalization is now delayed to the fall due to lack of Department of Human Services funding.
2. Public Safety Threat Alliance (PSTA) and other updates - Janusaitis gave an update from a notice issued by the White House on policy and procedures.
3. Receive update, discuss and take appropriate action if needed for 2025 Audit. Hemphill provided an update. No action taken.

Old Business

4. Consider, discuss and take appropriate action to adopt a resolution establishing rules and procedures for public comment during open meetings. We have received no response for attorneys for resolution amendments. No action taken.

5. Consider, discuss and take appropriate action on the final draft quantum procurement language for future computer-based purchases. With Assistant Chief Clapper deployed, we will bring this item back in April. No action taken.
6. Consider, discuss and take appropriate action on policy update recommendations to include guidance for training and use of Artificial Intelligence. Department leadership is working on providing an AI training. Janusaitis has submitted a draft training outline to the Department of Information Resources for consideration. Item will be brought back in April. No action taken.
7. Receive report, consider, discuss, and take appropriate action if needed from the Assistant Medical Director Committee. The RFQ was reposted for an additional sixty days. We have received one submission and the posting will close on April 30. Item will be brought back in April No action taken.
8. Receive report, consider, discuss and take appropriate action if needed from the Joint Strategic Planning Committee. A workshop with ESD No. 2 and ESD No. 3, Command Staff, CLPFFA and invited stakeholders will be held on April 13 at 10am. Updated will be provided in April. No action taken.

New Business

9. Consider, discuss and take appropriate action to approve the proposal to purchase a 2026 F450 chassis for 2026 ambulance assembly. (Chassis budgeted FY 2026, \$76,000) Czapinski motioned to approve the proposal as presented, seconded by Hays. Motion approved without objection.
10. Consider, discuss and take appropriate action on the agreement between Comal County ESD 2, Comal County ESD 3 and Kona Coast Ventures (WWA) for standby Emergency Medical Services for the 2026 Concert Season. Agreement will be sent back to WWA for correction to keep rates the same for the 2026 season. Item will be brought back in April. No action taken.
11. Consider, discuss and take appropriate action on proposed agreement between Comal County ESD No. 2, Comal County ESD No. 3 and Comal County Water Oriented Recreation District (WORD) for emergency services coverage during the 2026 summer season. Item will be brought back in April. No action taken.
12. Consider, discuss and take appropriate action if needed for National EMS Week May 17-23. Our local food truck partners will be able to offer the same rate for lunches as last year and gift is being finalized. Final proposal and schedule will be provided in April. No action needed.
13. Receive March financial report from the treasurer and consider taking related actions including approval of monthly bills, invoices, and financial report. Hemphill provided a budget update and review of monthly expenses. Hemphill reported revenue is coming in as scheduled and expenses are over 35% and offset for April 1. We are managing on target. Addressed increasing fuel costs, but were under budget for fuel for Q1. Balance sheet reflects expensing only out of

Security State Bank now. ILA requires reconciliation which has been completed and we get back \$24k in over payment. Hemphill provided a budget update and review of monthly expenses. Czapinski moved to accept the financial report as presented, seconded by Hays. Motion approved without objection.

Identify agenda items for the April meeting.

Whitewater contract

EMS week

Audit status

Joint strategic planning meeting

Meeting Adjourned at 7:15pm

Chelsea Ormond, ESD No. 2 Secretary
Posted 04/13/2026