

Emergency Services District No. 2

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

Minutes of Regular Meeting
Thursday, June 18, 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 was present and led the pledges and prayer. Other commissioners present were Hays, Crossan, Ormond, Chief Mikel, Assistant Chief Clapper, Angela Hemphil, CFO.

Recognition and welcome of citizens present and their comments. None

Canyon Lake Professional Fire Fighters Association Report. President Richard gave an update that they raised over \$3,000 for the Muscular Dystrophy Assoc. They are invited to the Canyon Lake VFW July 4 Festival fundraiser, and the Canyon Lake Lions club recently donated \$1,000 as seed funds for their new gift card program and is committing to donating \$1,000 annually.

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 congratulated Ms. Hemphil for completing an 8 month course for financial directors
- Recent CAD problems due to county dispatch consoles and phones going down. Chief reported to Judge Hoyt and learned it was a vendor issue due to a faulty part.
- Jeff Kelly retired as Comal County Emergency Manager, and they are in the process of hiring.
- Casey Maines has filled the role of Quarter Master leaving several vacant positions. Promotional exams will be hosted and with one applicant on hiring list to start July 13 as medic in firefighting school.
- 2 personnel passed national registry paramedic exam recently
- July 4 community fireworks event will ask for extra staffing, marine, 2 brush trucks, and in two neighborhoods. Chief will be staged with the unified command.
- SAFE D Legislative planning meeting on Monday to discuss property tax limitations, and restriction on funding for lobbyists.
- An active shooter training was held at CLHS in cooperation with PCT 1 and 4, NBPd, dispatch, but no CCSO due to scheduling conflict. In future trainings Battalion Chiefs will be part of unified command.

- Working with Hays County departments and commissioners for a day park with 100 acres, partly in Comal County coverage zone accessed off of FM 32. More meetings and trainings to come before opening.

Review minutes of May meeting. Minutes accepted as presented.

Governmental & Regulatory Updates -

Discussion of legislative/policy review, compliance, and enforcement updates.

1. HIPAA Security Rule final rule and other regulatory updates - Janusaitis attended a 4 hour meeting about CERT and reporting cyber incidents, and feedback taken is making it difficult for small organizations to report. They are going back to drawing board to scale the report.
2. Public Safety Threat Alliance (PSTA) and other updates - Review of recent activity
3. TLP Amber - Review of recent ransom activity due to week hardware

Old Business

4. Consider, discuss and take appropriate action to adopt a resolution establishing rules and procedures for public comment during open meetings. Commissioners reviewed the document and suggested changes from legal counsel. Ormond moved to approve the resolution as corrected deleted item A11, and to correct the time constraints for speakers to 11 or more, Crossan seconded. Motion approved without objection..
5. Consider, discuss and take appropriate action on the final draft quantum procurement language for future computer-based purchases. Still in process. Will bring back next meeting.
6. Receive report from the Assistant Medical Director Committee then consider, discuss, and take appropriate action to approve and execute contract for the committee's recommendation for the position of Assistant Medical Director. Chief Clapper reported we have a negotiated contract to start July 1, with a 90 day trial and one 90 day extension with renewal in January for an annual contract. Discussion of contracts being renewed at the same time. Crossan motioned to approve the contract as presented, Hays seconded. Motion approved without objection.
7. Receive report, consider, discuss and take appropriate action if needed from the Joint Strategic Planning Committee. Chief presented a draft proposal of the updated joint strategic plan. He mentioned a few changes are needed to identify individuals responsible to lead each initiative with everyone in the organization taking ownership of the work and goals. No action taken. Will bring back next month.

New Business

8. Executive Session: Report and discussion over findings from Email Authentication Maturity Assessment for CCESD 2 06-0302026. Adjourned at 7:14pm - and reconvened in open session at 7:23pm. No action taken.
9. Consider, discuss and take appropriate action if needed to deem surplus, and if not sold - salvage, for Tempus Heart Monitor Bags and accessories inventory items presented. Clapper

reported this is residual inventory that cannot be sent back. Not sure surplus will be successful because FDA clearance is not required on the bags. Hays motion to deem the items surplus, or if not sold then salvage, Ormond seconded. Motion approved without objection.

10. Consider, discuss and take appropriate action on the salvage of two inoperable IV Pumps. Chief Clapper reported these four year old IV pumps are now out of warranty and obsolete with errors not able to be corrected by the FDA. By deeming salvage, the vendor can destroy them and we receive a discount on newer standard models. Crossan motioned to deem salvage the inventory items presented, Ormond seconded. Motion approved without objection.
11. Receive May financial report from the treasurer and consider taking related actions including approval of monthly bills, invoices, and financial report. Hemphill reported Budget vs Actual income is on target, overage for Whitewater Amphitheatre is a late deposit from revenue last year. Patient Receivables still has some funds Prosperity, but is in final transition due to medicade/medicare taking longer to move over, but the first payment was deposited to Security Service Bank and Trust. All line items should be 50% or less used as we reach halfway through the fiscal year. Property Tax analysis coming in as planned receiving more this year than the entire year last year. She then reviewed the monthly expenses and Balance Sheet. Hays moved to approve the financial report and month expenses as presented, Ormond seconded. Motion approved without objection.

Identify agenda items for the July meeting
Certified numbers from appraisal district by July 25
August budget meeting with leadership
Truth and Taxation

Next Meeting Date - July 16, 2026

Adjourn 7:42pm

The Board of Commissioners is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney, discussing real property matters, discussing gifts and donations to ESD 2, discussing personnel matters, discussing security personnel or devices pursuant to §§ 551.071, 072, 073, 074 and 076 of the Texas Government Code. If the Board decides to enter executive session regarding any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and the provision from the Open Meetings Act that authorizes the closed or executive session.

Comal County Emergency Services District No. 2 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. 2 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.

Chelsea Ormond, ESD No. 2 Secretary
Posted 07/13/2026