



BLANCO COUNTY EMERGENCY SERVICES DISTRICT #2
P.O. BOX 972, BLANCO, TX 78606

**Minutes Regular Session
Board of Commissioners
February 18, 2020**

IN COMPLIANCE WITH THE PROVISIONS OF CHAPTER 551, TEXAS GOVERNMENT CODE, NOTICE IS HEREBY GIVEN THAT THE BOARD OF COMMISSIONERS OF THE BLANCO COUNTY EMERGENCY SERVICES DISTRICT NO. 2 WILL MEET IN REGULAR SESSION ON **February 18, 2020** AT 3:00 P.M. AT 431 BLANCO AVE. BCESD2 STATION TRAINING ROOM, BLANCO, TEXAS.

1. **Call to Order** - Establish a quorum **Meeting called to order at 3:01pm. Quorum present. Mike Rieken (MR), Carl Struck (CS), Lynne McKirdy (LM) Steve Scheffe (SS) present. Ann Hall (AH) not present. See below for all other persons in attendance.**
2. **Public Comment** - No action may be taken on these items unless on agenda. Please limit comments to 2 minutes per person. **None**
3. **Fire & EMS Auxiliary (Caroline) Caroline reported notice of award of anonymous grant in amount of \$29,600 for purchase of “point of care” equipment for ambulances. It was agreed that Auxiliary will keep control of the funds and pay the bills for the equipment. Auxiliary is gearing up for the Fish Fry, April 4 and the Hill Country Heartbeat 5K Run, May 2.**
 - a. Questions / Comments take action as needed.
 - b. Consider other requests / actions submitted to the ESD
4. **Consent Agenda** – items will be approved with a single vote. Items can be removed from the Consent Agenda for discussion. **Motion to approve consent agenda by CS, second by LM, approved.**
 - a. Approval of the Jan. 21, 2020 regular Meeting Minutes
 - b. Financial Report as of 1/31/2020
 - i. Monthly Financials
 1. Texas Regional \$1,219,769.47
 2. CD #714430 \$128,651.10
 3. Lone Star \$228,740.85
 - ii. Transfer Funds if necessary
5. **Strategic Planning Workshop (Hall) - Set date for workshop in March prior to ESD meeting. Must be completed by the end of March. Board members agreed on a date for the workshop of Thursday, March 12, 2020 from 9:00 am to 1:00 pm.**
6. **Out of District Billing**

- a. Update regarding EMS Billing of FBISD residents & RR 1888 Kendall County residents.
 - b. Discussion and possible action regarding Fire Billing of FBISD residents & RR 1888 Kendall County residents. **Consensus is that, in the absence of any other agreement between BCESD2 and other jurisdictions, residents of these areas should be billed for Fire and EMS services at our currently approved billing rates. If some sort of cooperative agreement is reached with Kendall County then those residents would be treated the same as BCESD2 taxpayers.**
 - c. **Building Update** – Update regarding outstanding building items, take actions if needed. **MR reported that the architect's review of the final construction documents will be complete next Monday. The sign is still not illuminated. Sign company has not been here since June. MR will work with Ben to review the communications record with TKC and then communicate with the company. If that is unsuccessful we will notify TKC that we will have the sign fixed and deduct the cost from the retainage.**
7. **Finance Update**
- a. Audit Update **Ben reported Auditors are coming to the site on Thursday, all day.**
 - b. Procurement Update – Status of recent significant purchase orders. **Matt reported extractor and dryer are installed and in operation. Extrication equipment is ordered. Delivery expected in 30-45 days.**
8. **Chiefs' Report**
- a. Operations Reports Fire & EMS **No questions/comments regarding written reports.**
 - b. TCFP Inspection Report – Chief McMain **Matt reported that all inspection deficiencies have been addressed ahead of the follow-up meeting deadline.**
9. **Executive Session** - To discuss personnel matters on this agenda as authorized by Texas Government Code.
- a. Performance Management Review of Chiefs. **Board did not go into executive session. Only Chiefs and Commissioner were in room. PMPs for both chiefs were discussed. Ben expressed the challenge of accomplishing all objectives in the “heat of the moment” demands of the job. The follow-up mid-term PMP review was set for April 28, 10:30 am with LM, SS, Ben and Matt.**
10. **Executive Session Action Items** - Discuss and consider action on matters discussed in Executive Session
11. **Adjourn** - Next regular meeting will be Tuesday, March 17, 2020 at 3:00 PM. **Meeting Adjourned at 4:27 pm.**

Other attendees:

Connie Granberg

Theresa Turner

Caroline Richardson

Matt McMain

Ben Oakley

Wes Patton

UPCOMING REMINDERS:

March

1. Budgeting Begins; Staffing Plan for ESD showing salary requests for next FY for each employee breaking out wage, and benefits for each employee.
2. Set up Tax Calendar and set tentative dates for Public Hearings / Elections, and for required notice to run in paper in compliance with new Tax laws. ESD approves calendar. Beginning Jan. 1, 2020 budget must be completed much earlier in case a required election must be held.
3. Mid-year performance review with the Chiefs in Closed Sessions.