



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

**Minutes Regular Session
Board of Commissioners
October 20, 2020**

1. **Call to Order / Announcements** - Establish a quorum. Express sincerest sympathy to the family of Dr. Craig Manifold and to the Blanco County ESD 1 & 2 personnel. **Meeting called to order at 3:00 pm. Quorum present. Ann Hall(AH), Mike Rieken(MR), Carl Struck(CS), Lynne McKirdy(LM) and Steve Scheffe(SS) present via audio conferencing. See below for all others in attendance. Chief Oakley to send address to AH for card or letter to Manifold family.**
2. **Public Comment** - No action may be taken on these items unless on agenda. Please limit comments to 2 minutes per person. **See item 6e.**
3. **Consent Agenda** – Items will be approved with a single vote. Items can be removed from the Consent Agenda for discussion. **Discussion regarding Financial Reports. Chief Oakley to change Balance Sheet report to include same month prior year balances. Chief to look into comparison of September (FY) ending balance with that projected in the budget process. Motion to approve consent agenda by MR, second by SS. Motion approved.**
 - a. Approval of the September 15, 2020 Meeting Minutes
 - b. Financial Report as of 9/30/2020.
 - i. Monthly Financials:
 1. Texas Regional: \$1,486,110.12
 2. CD #714430: \$131,155.19
 3. Lone Star Money Market: \$221,652.64
4. **Fire & EMS Auxiliary**
 - a. Welcome to Janet Carruso (**Carruso, sp. corr.**) and Martha Herden as new Auxiliary Board Members. **Caroline- Aux very fortunate to have these two new members on the board.**
 - b. Accept Auxiliary Quarterly Report
 - c. Accept Auxiliary FY 2020 Donation Check to ESD **Discussion regarding Auxilliary turning over all its funds to the ESD at FYE. AH: it is in the contract between ESD and Aux. Matter of trust that any funds needed by Aux to pay its bills or meet its obligations will be provided by the ESD to Aux.**
 - d. Burger Boo Update . **Event has been cancelled.**
5. **Chiefs' Report. Chief Oakley working on re-certification of our EMS. Last time was 2015. Current license expires 11/30/2020. Over 1000 pages. Not projecting any problems. Covid may have impact on state review time. Auditor also wants to have this paperwork in prep for audit.**
 - a. COVID-19 Update. **Chief Oakley reported county undergoing considerable spike in new cases. 16 new cases in last 14 days plus 5 more confirmed or probable cases not in those numbers. Current report has 15 active, 138 recovered, 2 deceased, 16 probable. Many of new cases are school age children. Chief explained that state report showing 19 deaths in Blanco County was an error. Now showing 5 deaths + 1 new=6**

- b. Discussion and Possible Action regarding Fire Billing Rates and Billing Service Provider. **Chief McMMain reported current contract with Fire Recovery is up for renewal. Now looking at same provider as used for EMS billing, HCP. Billing rates for Fire Recovery are 20% and for HCP 8%. Chief looking into whether with HCP we can bill for all the same things as currently. No action taken. Put on next month's agenda.**
- c. Operations Reports Fire & EMS
 - i. **Medical Director Update (Chief Oakley) Chief reported we have secured Heidi Abraham as interim MD. Had to be done quickly as we cannot operate ambulance without MD. Previously she was associate MD for us. Currently also MD for New Braunfels. Working to get her approved as lab director. Nothing changing clinically – no loss of protocols. Currently on interim basis for 3 months, both parties to evaluate**
 - ii. **Presentation on New Engine Purchase (Chief McMMain). Chief reviewed Power Point which simplified Pierce presentation.**
- d. **Consider Purchase of New Engine and determination of payment method and schedule. Discussion regarding timing of purchase and plan to pay for it, not finance. There is a discount of approx \$20000 if we fully prepay. Motion by CS to proceed with purchase of Pierce engine, that we prepay, and that we surplus the retiring engine that is coming back from repair. Second by LM. Motion approved. Fire Chief to sign papers to proceed.**

6. Finance & Planning Matters

- a. **Take action on Matt Herden as Citizen Advisor for FY 2021. Motion by SS to approve Matt Herden as Citizen Advisor effective immediately. Second by CS. Motion approved.**
- b. **October Monthly Actions:**
 - i. **ESD's Staffing Plan, H&S 775.031(a)AH: request chiefs to send out list of staff with pictures. There are no significant changes to current staffing plan. No action taken**
 - ii. **ESD provides County Clerk with proof of Bond coverage for \$25,000 per county judge for check signers H&S 775.037(b). Policy due in Dec.**
 - iii. **Debt accrued by the ESD must be reported online at the comptroller's website within 180 days of end of fiscal year, Sept. 30, 2020 (by March 30) (and provide link to the Comptrollers website on the ESD webpage (in lieu of an annual report) (Texas Local Govt. Code 140.008) LM will provide to Chief Oakley**
- c. **Kendall County Interlocal Agreement Update. Draft document from Kendall County received. Reviewed by our attorney and returned with proposed changes to their attorney. Waiting for response. Motion by MR to accept interlocal agreement with Kendall County subject to our attorneys approval. Second by CS. Motion approved, SS abstaining.**
- d. **Fredericksburg ISD area of Blanco County Update. AH has been contacted by resident of this area that wants to pursue inclusion in our ESD. There are 33 qualified (residents and registered to vote in the FISD area, and not part of BCESD2) voters in the FISD area. Those may sign the petition. AH reviewed the process of petition, public hearing and election required to add them to our district. Would need to have public hearing before this year end to have election in May 2021. We have provided all information. Ball is in their court.**
- e. **Strategic Plan Update – Move forward with Executive Team and follow flow-chart (Hall)AH recommended proceeding with team of AH, LN and Chiefs McMMain and Oakley to**

follow the Strategic Planning flow chart sent out to commissioners. Objectives are to receive input thru November and have plan approved by end of January. Public comment by Ken Welch and discussion regarding inclusion in strategic plan of ESD role in promoting health and wellness as a preventative measure to emergencies. No motion necessary. Move ahead as planned. No action taken.

7. **Executive Session** - Discuss personnel matters, real estate, meet with attorney as authorized by Texas Government Code. **No executive session**
8. **Return to Open Session:** Discuss and consider action on matters discussed in Executive Session
9. **Adjourn: Meeting adjourned at 4:31 pm.** Next meeting will be **Tuesday, November 17, 2020 at 3:00 PM.**

Other attendees:

Chief Ben Oakley

Chief Matt McMain

Caroline Richardson

Ken Welch

Matt Herden

Brent Petersen

Respectfully submitted,

Steve Scheffe,

Secretary