



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

**Minutes Regular Session
Board of Commissioners
May 18, 2021**

1. Call to Order / Announcements

Ann Hall called the meeting to order at 3:00pm. A quorum was established. The Board of Commissioners recognized May 16th through May 22nd as EMS Week.

Attendees:

Ann Hall, President	Theresa Turner (via Telephone)
Steve Scheffe, Treasurer	Wes Patton
Carl Struck, Assistant Treasurer	Brent Peterson
Ben Oakley, EMS Chief	JR Berry
Matt McMain, Fire Chief	

2. Public Comment

There were no public comments today.

3. Consent Agenda –

- a. Approval of the April 20, 2021 Regular Meeting and May 4 Special Meeting Minutes
- b. Financial Report as of 4/30/2021
 - i. Monthly Financials:
 1. Texas Regional \$1,426,461.59
 2. CD #714430 \$132,311.73
 3. Lone Star \$218,572.37

A motion to approve the consent agenda was made by Steve Scheffe. Ann Hall seconded the motion. All voted in favor. Motion carried.

4. Fire & EMS Auxiliary Report

Theresa Turner from the Auxiliary was present via telephone and presented the report. Steve Scheffe noted that donations were lower. Theresa reported that the Auxiliary would be doing a mail out in the fall which will improve donations. Ann Hall asked about the TruCPR devices. Chief Oakley explained the TruCPR devices and how they monitor the effectiveness of CPR in a cardiac arrest. Informational item, no action taken.

5. Chiefs' Report

a. COVID-19 Update

Chief Oakley noted that COVID-19 cases were increasing but were still at a very low level. Wes Patton presented an update on the COVID-19 vaccination program. Wes noted that registrations have dropped to an average of 6-7 new registrations a week. He explained that walk-up vaccinations were now being offered at the station, and that a weekend clinic was

being planned on May 22nd to catch up on people not available during the week. To date, a total of 5,250 vaccinations have been administered. Informational item, no action taken.

b. **Operations Reports Fire & EMS**

Chief Oakley and Chief McMMain presented the operations reports. Steve Scheffe asked for an update on the new engine. Chief McMMain reported on the status of production, and that it is still on track for completion in August. Informational item, no action taken.

c. **Facilities Report**

Brent Peterson was present and reported out on the status of facility issues. Steve Scheffe asked about bay doors and there was discussion regarding the bay doors and potential improvements needed in the future. Carl Struck asked for an update on building out the required facility tasks into our system, Chief Oakley advised this was in progress. Ann Hall commented that additional furniture is needed in the offices to reduce clutter, and that additional furniture to assist with storage in the station should be pursued. Informational item, no action taken.

6. Finance & Planning Matters

a. **ESD Treasurer presents Annual Governmental Funds Investment Report required annually to ESD 2 Board of Commissioners for review. Govt. Code 2256.005 (e).**

Steve Scheffe presented an update on investment options. The Board of Commissioners completed the annual review of the Investment Policy. A motion was made by Steve Scheffe to make no changes to our investment policy. Carl Struck seconded the motion. All voted in favor. Motion carried.

b. **Budget Process:**

i. **Internal replacement schedules for capital equipment over \$5000 using the approved current year schedule as a basis. – Budgeting Tax Code 26.05(b)**

Chief Oakley presented a new Capital Budget for FY2022 through FY2032. Overall, the adjustments made to the Capital Budget will reduce capital expenditures by \$445,300 over the next 10 years. The majority of these changes come from continuing to utilize ambulance chassis for brush trucks as ambulances are remounted. Chief Oakley reported that mobile radios need to be refreshed to replace end-of-life equipment, and this is captured in the budget. The FY2022 Capital Budget includes an ambulance remount, cost-sharing for an EMS Command Vehicle, a brush truck conversion utilizing an ambulance chassis, a new cardiac monitor, as well as radio upgrades. Steve Scheffe brought up discussion regarding the inflation rate as well as potential need for future apparatus. Informational item only, no action taken.

ii. **Final annual inventory of personal property owned by ESD2 according to the Asset Management Policy that will be sent to the Auditor for the Audit.**

Chief Oakley presented a report regarding inventory. Inventory is performed on an ongoing basis as opposed to once yearly, and the inventory is audited once yearly. The inventory process was explained in detail. Informational item only, no action taken.

iii. **Comptroller Report on Sales Tax – Ann**

Ann reported that she is awaiting a new report from the Comptroller's Office to review Sales Tax revenues in greater detail. Informational item only, no action taken.

iv. **Draft 1 Budget May ESD meeting; Final Draft Budget ESD June meeting.**

Budget approved July ESD meeting. – reminder

Chief Oakley presented Draft 1 of the FY2022 Budget and highlighted what all had been completed on it so far. The draft budget will be distributed electronically and work on the budget will continue so that a final draft could be presented in June.

v. **New: SB2, include tax rate calculation forms as an appendix to the budget beginning 1/1/2021. Budgeting Tax Code 26.05(b)- reminder**

Informational item only, no action taken.

vi. Legislative Changes that may affect budget.

Informational item only, no action taken.

c. **FISD within Blanco County**

i. Approved ORDER 05-18-2021, Annexation of Territory into BCESD2.

A motion was made by Carl Struck to approve Order 05-18-2021. Steve Scheffe seconded the motion. All voted in favor. Motion carried.

7. **Executive Session** - Discuss personnel matters, real estate, meet with attorney as authorized by Texas Government Code.

No Executive Session was called.

8. **Return to Open Session:** Discuss and consider action on matters discussed in Executive Session

No Executive Session was called.

9. **Adjourn**

The meeting was adjourned at 4:40pm. The next meeting will be Tuesday, June 15th, 2021 at 3:00 PM.

**Respectfully Submitted,
Ben Oakley**