



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

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**Minutes  
Board of Commissioners  
October 19, 2021**

Attendees:

Ann Hall, President (AH)	Caroline Richardson, Auxiliary President
Todd Rogers, Vice President, Absent (TR)	Theresa Turner, Auxiliary Treasurer
Steve Scheffe, Treasurer (SS)	Martha Herden, Auxiliary Vice President
Carl Struck, Assistant Treasurer (CS)	Emily Becker, Auxiliary Secretary
Lynne McKirdy, Secretary (LM)	Janet Caruso, Auxiliary Assistant Treasurer
Ben Oakley, EMS Chief, Administrator	Nicole Pena-Cano, Medic
Matt McMMain, Fire Chief	Matt Herden, Citizen Advisor
Chris Leach, Assistant Chief	Steve Petrick
David Hall, ESD Attorney	Royce Peshorn, FF
	Brandy Broyles, Medic

1. **Call to Order / Announcements – Quorum established. Meeting was called to order at 3:01 pm.**
2. **Public Comment – AH commented that the former Fire President, Jack Twilley, stopped by the station to view the new firetruck and tour the station. Mr. Twilley was very complimentary about the station’s condition and that he views the organization as being very well run.**
3. **Consent Agenda – Items will be approved with a single vote. Items can be removed from the Consent Agenda for discussion. Motion to approve the consent agenda by CS, seconded by LM. Motion approved.**
  - a. Approval of the September 21, 2021 Regular Meeting minutes
  - b. Financial Report as of 9/30/2021
    - i. Monthly Financials:
      1. Texas Regional Checking: \$1,361,488.76
      2. Texas Regional CD: \$132,476.67
      3. Lone Star Money Market: \$245,229.38
4. **Fire & EMS Auxiliary**
  - a. Appreciation to Fire & EMS Auxiliary for 2020-2021 **The Auxiliary was recognized by all commissioners for their outstanding fund-raising efforts, their coordination and involvement at the vaccine clinics, facilitating grant awards and submissions, and improved social media and community presence. Also, funding a new full-size washer and dryer. It was noted that the total funds raised exceeded the budgeted amount. AH provided the history of the Fire and EMS 501 C3’s and the formation of the Auxiliary. The Auxiliary has exceeded the goal of reducing the ESD burden.**
  - b. Accept Auxiliary Quarterly Report. **Reports submitted electronically prior to the meeting.**
  - c. Accept Auxiliary FY2021 Donation Check to the ESD. **A check for \$74,778.51 was presented to ESD 2.**
  - d. Approve Calendar - **The 2022 calendar is in process, awaiting information regarding booster clinics. AH will provide the draft Strategic Plan where the Auxiliary is tasked in many areas with deliverables over the next 5 years. The Chiefs are currently reviewing and amending the draft plan.**

- e. Approve Board of Directors for FY2022. **Motion to approve by LM, seconded by SS. Motion approved.**
  - f. Additional requests / updates **The Auxiliary is preparing their annual donation letter mailing which will deplete their account balance. AH offered that the auxiliary can request additional funds at any time to cover expenses. Caroline mentioned that there is a potential event in the spring, the auxiliary is waiting for a response from a possible sponsor.**
5. **Operations / Chiefs' Report**
- a. COVID-19 Update – **Testing and vaccinations continue. Boosters will be administered by a 3-county consolidated effort. Meetings regarding the final plans are ongoing. Dates are still TBA.**
  - b. Operations Reports Fire & EMS. **Reports sent electronically prior to the meeting.**
  - c. Staffing Update / New Hires. **Three new FF/Driver operators hired, T. Grenwelge, K. French, R. Peshorn. Community Paramedic job description will be completed shortly, then the position will be posted internally.**
  - d. Approve Surplus of 2006 Pierce Pumper. **Motion to approve surplus of the 2006 Pierce Pumper by CS, seconded by SS. Motion approved.**
  - e. 2013 Dodge Ambulance Remount. **Motion to approve moving forward with agreement and Purchase Order after Attorney Hall has reviewed and agreed to all language changes, Terms and Conditions, and the final amount quoted is within budget by LM, seconded by SS. Motion approved.**
    - i. Review/Approve New Terms & Conditions from Frazer
    - ii. Consider Approval of Letter of Intent OR Purchase Order for Remount of 2013 Dodge Ambulance by Frazer pursuant to HGAC Contract# AM10-20
  - f. Update regarding Community Paramedicine Vehicle. **Per Chief Oakley, the funding source prefers a direct payment to ESD #2. A new Interlocal Agreement between ESD#1 and ESD #2 will be required.**
6. **Administration / Finance Matters**
- a. Consider approval of funding for upgrades/replacement of Knox Equipment. **Motion to approve funding of 3 replacement and 1 upgraded Knox boxes, not to exceed a cost of \$9000 by CS, seconded by SS. Motion approved.**
  - b. Review & Approve TCDRS Plan Agreement for Plan Year 2022. **Motion to approve the retirement change from 30 years to 20 years in the updated TCDRS plan and allow Chief Oakley to execute the documents required to support the change by LM, seconded by CS. Motion approved.**
  - c. Consider approval of renewal of Kendall County Interlocal Agreement and any action necessary. **Motion to honor and continue the Interlocal Agreement with Kendall County with new dates for the next one-year term to be updated and sent by Chief Oakley by CS, seconded by LM. Motion approved.**
  - d. Bond Requirement. **Reminder. Chief Oakley to send to County Clerk.**
    - i. ESD provides county Clerk with proof of Bond Coverage for \$25,000 for check signers. Policy due in Dec. H&S §775.037(b).
  - e. Annual Debt Report. **Reminder. Chief Oakley to update website.**
    - i. Debt accrued by the ESD must be reported online at the comptroller's website within 180 days of the end of the fiscal year, Sept. 30 (by March 30, 2022), and the district must provide a link to the Comptroller's website on the ESD webpage (Texas Local Govt. Code §140.008)
7. **Strategic Plan. AH has updated the draft document and will send updated copies to the commissioners, the Auxiliary and Chiefs.**
8. **Executive Session – No Executive Session held.**
9. **Return to Open Session:**
10. **Adjourn: Meeting adjourned at 4:30 pm. Next meeting will be Tuesday, November 16, 2021 at 3:00 PM.**

Respectfully submitted,

Lynne McKirdy, Secretary