



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

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**Minutes  
Board of Commissioners  
November 16, 2021**

**Attendees:**

<b>Ann Hall, President (AH)</b>	<b>David Hall, ESD Attorney</b>
<b>Todd Rogers, Vice President - Absent</b>	<b>Caroline Richardson, Auxiliary President</b>
<b>Steve Scheffe, Treasurer (SS)</b>	<b>Theresa Turner</b>
<b>Carl Struck, Assistant Treasurer (CS)</b>	<b>Martha Herden</b>
<b>Lynne McKirdy, Secretary (LM)</b>	<b>Matt Herden</b>
<b>Ben Oakley, EMS Chief/Administrator</b>	<b>Wesley Patton</b>
<b>Matt McMain, Fire Chief</b>	

1. **Call to Order / Announcements** - Establish a quorum. **Quorum Established. Meeting was called to order at 3:00 pm.**
2. **Public Comment – No public comments currently.**
3. **Consent Agenda** – Items will be approved with a single vote. Items can be removed from the Consent Agenda for discussion. **It was noted that funds were transferred from LSCB to TRB in order to keep the balance below the FDIC maximum, funds are tagged as “reserve funds”. Motion to approve the consent agenda by CS, seconded by SS. Motion approved.**
  - a. Approval of the October 19, 2021 Regular Meeting minutes
  - b. Financial Report as of 10/31/2021
    - i. Monthly Financials:
      1. Texas Regional Checking: \$1,434,729.06
      2. Texas Regional CD: \$132,643.63
      3. Lone Star Money Market: \$252,770.01
4. **Fire & EMS Auxiliary**
  - a. Annual Contract renewal. **Motion to approve the contract renewal by LM, seconded by CS. Motion approved. Contract was executed by AH.**
  - b. **Auxiliary reports distributed via email prior to the meeting.**
  - c. **Caroline reported that all Auxiliary contact information and Officers are the same as last year’s.**
  - d. **Also reported that the Annual Fund-raising letter is getting a good response. Ben’s suggestion to add a QR code was a good addition.**
  - e. **Working on the next COVID Clinic registration.**
  - f. **Spring fund-raising event still in the planning stages/event decision is ongoing.**
5. **Chiefs’ Report – Fire and EMS reports distributed via email prior to the meeting.**
  - a. COVID-19 Update. **464 vaccines administered with 437 of them being boosters. Working on another National Guard COVID clinic event in early December.**

- b. **Strategic Planning – Progress made on the Strategic Planning documents and deliverables. Quarterly meetings to be held to review progress and evaluate goals. The January meeting will be extended from 12:30 - 3:00 pm for the Strategic Planning review, followed by the regular meeting.**
  - c. **Ben reported that the Bond has been renewed and that the fuel cards have been moved to the new platform as of 12/1.**
  - d. **An issue with the new HP Printer was resolved with the return and a refund issued for the broken item and a replacement item ordered. Ben worked with the auditor to note that the purchase will be reflected in the 2022 expenses.**
  - e. **Ben reported that Frazer accepted all of Attorney Hall’s requested changes. Moving forward with the build.**
  - f. **Ben also reported that our portion of the Appraisal District payment and proportionate share of charges changed due to PEC changing the equipment location whereby creating a new split of Appraisal expenses when Johnson City’s levy went down.**
  - g. **Operations Reports Fire & EMS – Reports submitted via email prior to the meeting.**
6. **Finance Matters & Commission Business**
- a. **Audit material to auditor (information item) All material to Charity Tabor. Audit should be completed on time. ESD must submit the Audit to the Commissioners Court by June 1<sup>st</sup>.**
  - b. **Commissioners Court**
    - i. **Commissioner’s terms ending Dec. 31, 2021. Both CS and LM’s terms are expiring. Both will remain on the Board.**
    - ii. **Annual Report – requirements AH stated that ESD2 and the Auxiliary should highlight the many 2021 accomplishments and achievements made despite COVID and SnoVid. The annual report should contain graphs and data to support and highlight all initiatives. Normally and per the regs, the Commissioners Court must make a request for the report, ESD 2 will send the report without the need for a formal request.**
7. **Executive Session – No Executive Session held.**
8. **Return to Open Session.**
9. **Adjourn: Meeting was adjourned at 3:49 pm. Next Meeting: Tuesday, December 21, 2021, at 3:00 PM.**

**Respectfully submitted,**

**Lynne McKirdy, Secretary**