



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

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**Minutes  
Board of Commissioners  
December 21, 2021**

**Attendees:**

<b>Ann Hall, President (AH)</b>	<b>Caroline Richardson, Auxiliary President</b>
<b>Matt Herden, New Commissioner (MH)</b>	<b>Martha Herden, Auxiliary</b>
<b>Steve Scheffe, Treasurer (SS)</b>	<b>FF B. Peterson</b>
<b>Carl Struck, Assistant Treasurer (CS)</b>	<b>FF K. French</b>
<b>Lynne McKirdy, Secretary (LM)</b>	<b>FF J. Berry</b>
<b>David Hall, ESD #2 Attorney</b>	
<b>Ben Oakley, EMS Chief/Administrator</b>	
<b>Matt McMMain, Fire Chief</b>	

1. **Call to Order / Announcements** - Establish a quorum. **Quorum established. Meeting was called to order at 3:03 pm. LM provided community feedback regarding two comments related to COVID testing and the handling of a notification to a family. One Blanco County resident commented on the well-organized, efficient, and professional manner COVID testing was performed. Two other residents commended Chief McMMain on his caring and compassionate handling of the notification of the death of a family member.**
2. **New Commissioner** - Swearing in of Matt Herden. **MH was sworn in by Chief Oakley. A new order with a corrected term was presented.**
3. **Public Comment – No comments currently.**
4. **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 SS. Motion approved.**
  - a. Approval of the November 16, 2021 Regular Meeting minutes
  - b. Financial Report as of 11/30/2021
    - i. Monthly Financials:
      1. Texas Regional Checking: \$1,551,023.32
      2. Texas Regional CD: \$132,643.63
      3. Lone Star Money Market: \$212,217.87
5. **Fire & EMS Auxiliary**
  - a. Consider requests / actions submitted to ESD. **Auxiliary reports were distributed prior to the meeting via email. Caroline reported that the Auxiliary has already met their full year fundraising goal. The addition of the QR code to the Annual Fundraising letter has resulted in three monthly donors. One grateful family is an annual contributor after EMS responded to a heart attack call.**

## 6. Chiefs' Report

- a. COVID-19 Update – Chief Oakley. **Chief Oakley reported that testing, positivity rates and booster vaccines are all trending upwards. Of interest are the COVID and Flu-A combined positive results. The Whole Blood initiative continues to progress with a new contract in place. POC lab launch is scheduled for 12/31.**
- b. Operations Reports Fire & EMS – Chiefs. **Reports distributed via email prior to the meeting. Additionally, Chief Oakley reported that the Fuel Card transition/cutover went smoothly and that the paging line with Frontier Communications was closed out.**
- c. Community Paramedic Program Update – Chief Oakley. **Chief Oakley reported that the Job Description was completed with interviews to be scheduled after January 1<sup>st</sup>. Chief Mike Megna and LM will participate. Chief Oakley also reported that James Sultemier applied for and was awarded a Grant from the Capital Area Housing Foundation for Fifty Thousand Dollars (\$50,000).**
- d. Rescind Policy requiring COVID-19 Immunizations pursuant to Executive Order GA-40. **After a brief discussion regarding GA-40, CS moved to rescind the COVID-19 vaccine requirement, LM seconded. Motion approved.**

## 7. Finance Matters & Commission Business

- a. Acknowledgement of Filing of Bond Renewal pursuant to Health & Safety §775.037(b), which was filed and accepted by the Blanco County Clerk on 12/14/2021 – Chief Oakley. **Chief Oakley reported that this was completed and submitted to the County Clerk.**
- b. Adopt Resolution# 2021-12-21.1 relating to Bank Signatories – Chief Oakley. **Motion to approve Resolution 2021-12-21.1 removing Todd Rogers and adding Matt Herden as Signatories by SS, Seconded by CS. Motion approved. Contact at TRB is Judy Benson, and Jessica at LSCB.**
- c. Audit Process Review for Commissioners – Ann Hall. **AH provided a detailed explanation of the comprehensive audit process, with four key steps, beginning with the Letter of Engagement, followed by forms and lists of the required documents, then the submission (digitally) of all requested supporting documents, resulting in the Final Audit being released and submitted to the ESD. Once accepted by the ESD the final report is submitted to the Commissioners Court. An example of the document list was provided.**
- d. EMS Billing Information Presentation – Chief Oakley. **Chief Oakley provided an EMS billing presentation.**
- e. Approve 2022 EMS Billing Rate Changes – Chief Oakley. **Motion to approve 2022 rate changes by LM, seconded by SS. Motion approved.**
- f. Interlocal Agreement with City of Blanco – Attorney Hall. **Attorney Hall provided an overview of the Interlocal Agreement submitted by the City of Blanco. After discussion and corrections to several areas requiring clarification, LM made a motion to approve the Interlocal Agreement, CS seconded. Motion approved. As a result, Resolution 2021-12-21.2 was passed and approved. AH will sign the Agreement and the Resolution.**
- g. Approval of District Property Accounting System (Inventory) Policy – Chief Oakley. **Chief Oakley reported that this was an agenda item last year, then COVID-19 arrived. Motion to approve the Accounting/Inventory Policy by CS, seconded by LM. Motion approved.**
- h. Authorize purchase of Community Paramedic Vehicle (Donated Funds) – Chiefs. **Chief Oakley reported that there were few local options due to supply chain issues. There is a 2021 Ford Interceptor with a 'slick-top' available in TN within the \$50,000 Foundation/Grant allowable. The quote on this vehicle was \$44,384, not including the cost of required add-ons. Motion to approve spending up to the \$50,000 by LM, seconded by CS. Motion approved.**
- i. Authorize purchase of EMS Chief Vehicle (Capital/Cost-Shared) – Chiefs. **A Tahoe Command Vehicle was available at the time of the meeting at a cost of \$60,000. Motion**

- to approve purchase of a Command Vehicle up to \$64,000. (\$32,000 per ESD) by LM, seconded by CS. Motion approved.**
- j. Authorize purchase of Cardiac Monitor (Capital) – Chief Oakley. **Motion to approve a compatible Stryker Life-Pac as an added unit up to \$35,000 by SS, seconded by MH. Motion approved.**

**8. Upcoming Tasks (Informational Items Only)**

- a. Special Purpose District Report – Will be filed with Comptroller between Jan 1 and Mar 30
- b. ESD Annual Report – Will be filed with TDEM once 2022 form available in January
- c. ESD Administration Address – Will be published in Blanco County News in January
- d. Election of Officers – Will take place in January Regular Meeting

**9. Executive Session – N/A**

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

**11. Adjourn: Meeting adjourned at 5:21 pm. Next meeting will be Tuesday, January 18, 2022 at 3:00 PM**

Respectfully submitted,

Lynne McKirdy, Secretary