



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

**Minutes
Board of Commissioners
April 19, 2022**

Attendees:

Ann Hall, President (AH)	Caroline Richardson, Auxiliary President
Carl Struck, Vice President (CS)	Theresa Turner, Auxiliary Treasurer
Steve Scheffe, Treasurer (SS)	Martha Herden, Auxiliary
Matt Herden, Assistant Treasurer (MH)	R. Penshorn - Fire
Lynne McKirdy, Secretary (LM)	J. Berry - Fire
Ben Oakley, EMS Chief/Administrator	B. Collie - EMS
Matt McMMain, Fire Chief	Kenneth Welch, Citizen
Wes Patton, Community Paramedicine	
David Hall, Attorney	

1. **Call to Order / Announcements** - Establish a quorum. **Quorum established; meeting was called to order at 3:00 p.m. by AH**
2. **Public Comment – Ken Welch offered three comments:**
 - a. **Regarding the extraordinary expense fund – there may be funds in the indigent care fund. Chief Oakley responded that EMS coordinates with the County’s indigent care fund.**
 - b. **Ken offered support of the Strategic Plan work to date and requested a copy of the updated Strategic Plan.**
 - c. **The Welch’s personal tax bill increased by 47%.**
3. **Minutes** - Approval of the Minutes from the following meetings: **Motion to approve the March 15, 2022 minutes by MH, seconded by CS. Motion approved.**
 - a. **March 15, 2022 Workshop Session**
 - b. **March 15, 2022 Regular Session**
4. **Financial Report** – Approval of the Financial Reports as of 3/31/2022. **Motion to accept the Monthly Financials by LM, seconded by SS. Motion approved.**
 - i. **Monthly Financials:**
 1. **Texas Regional Checking: \$2,222,207.38**
 2. **Texas Regional CD: \$132,810.80**
 3. **Lone Star Money Market: \$231,296.77**
5. **Fire & EMS Auxiliary. Reports were distributed via email prior to the meeting. Donations continue to flow in from the letter Campaign, a little over \$25,000 this quarter. There were three prolonged response calls last month. Two were called in by Chief McMMain and one was called in by dispatch.**
There are now four Prolonged Response teams geographically disbursed. A meeting of the teams will take place in May.

Auxiliary Continued:

The Auxiliary continues to attempt to coordinate and communicate with Johnson City and Round Mountain. Chief Oakley will reach out to Johnson City. Alice Megna's name was offered for Round Mountain.

Bids for the rainwater collection system are being solicited.

- a. Quarterly report due
- b. Consider requests / actions submitted to ESD

6. Chiefs' Report

- a. **COVID-19 Update. Cases continue to be contained with approximately 10 active cases. Boosters and vaccines continue, 58 administered this month. Vaccines will be ordered soon for a vaccine and booster clinic, date is TBA.**
- b. **Operations Reports Fire & EMS. Reports distributed via email prior to the meeting. Highlights: Community Paramedicine went 'live' on 3/22/22. Point of Care Labs went 'live' on 3/28/22. Chief McMain provided a 'Knox Box' explanation, expansion of Knox Boxes to homes in addition to businesses.**
- c. **Review & Accept Grant from Texas A&M Forest Service for Firefighting Equipment. A short discussion that the Grant would be used to replace hose and purchase some Air Pacs. Motion to accept the grant by CS, seconded by LM. Motion approved.**
- d. **Community Healthcare Paramedic (CHP) Program Update. Program went live on 3/22/22, 5 referrals from EMS, 13 additional referrals with 7 enrolled. 18 patients are currently being monitored. A few were rejected due to being non-residents of Blanco County. Seeing a reduction of 911 calls from frequent utilizers and ER diversions to mental health facilities. Metrics will be established, and data will be collected.**
 - i. **Review & Consider Approval of Capital Purchase request from CHP (Laptop). Motion to approve the purchase of a multi-use computer, up to \$2500, with the expense to be split with ESD 1 through normal reporting and cost sharing, by LM, seconded by CS. Motion approved.**
 - ii. **Review & Consider Approval of Policy: CHP Patient Extraordinary Emergency Expenditures. Captain Patton explained that certain extraordinary circumstances occur when district funds, up to \$75, may be needed to prevent an ER visit or readmission due to the need for medications, food or other items. A new policy was considered. A motion to approve the policy was made by LM, seconded by CS. Motion approved**
- e. **Building Updates**
 - i. **Updates on Recent Projects**

Fire Alarm fixed – finally.
Kitchen counter completed and new dishwasher installed. Koehler covered the countertop.
 - ii. **Update on Generator Extended Service Coverage. Contract completed and in place.**
 - iii. **Review & Consider Approval of Building Projects**
 1. **Landscaping – Motion to approve up to \$2,100 for gravel and mulch by LM, seconded by CS. Motion approved.**
 2. **Tool Room Updates. Tool room has been reorganized. Shelving is needed with a 2,000# capacity. Motion to approve purchasing the shelving up to \$1,500 by CS, seconded by LM. Motion approved.**
 3. **Drainage issue – Ben Collie fixed the drainage issue by digging up the field and installing a french drain.**
 4. **Upgrades made to the server room to be in compliance with the records retention act.**

7. **Finance & Planning Matters**

- a. Update on Employee Benefits (Medical/Dental/Vision) Renewal. **Update distributed prior to the meeting. The benefit changes resulted in a negative budget variance of \$3,870.82 which will be offset by the delay in launching the Community Paramedicine program.**
- b. Review & Consider Approval of Salvage of District Assets. **List distributed. Motion to approve salvage of assets by CS, seconded by MH. Motion approved.**
- c. Review & Consider Approval of Strategic Plan Updates. **Chiefs to complete updates of the Strategic Plan for the May 17th meeting.**
- d. Review & Consider Approval of Renewal of Participating Agency / Subcontractor Agreement with Capital Area of Texas Regional Advisory Council (CATRAC). **Chief Oakley provided an overview of the CATRAC agreement and relationship. Motion to Approve agreement by CS, seconded by SS. Motion approved.**
- e. Review & Consider Approval of LifePak 15 Service Contract with Stryker. **Chief Oakley provided an overview of the service contract. Motion to accept by SS, seconded by LM. Motion approved.**
- f. Required Training. **Chief Oakley sent the link for the Cybersecurity Training to all Commissioners prior to the meeting. Reminder that the training must be completed by the June ESD meeting.**
 - i. Cybersecurity Training – Due by June ESD Meeting (Tex Gov Code §2054.5191)
→ Chief Oakley will send link/instructions to all Commissioners
- g. Tax Calendar. **Estimated taxable value, preliminary values, distributed. Appears to be a 32% increase, preliminary estimate.**
 - i. Upcoming: Estimated taxable value (Preliminary Totals) due to district by 4/30
- h. FY2023 Budget. **Informational for upcoming budget activities.**
 - i. Staffing Plan Review
 - ii. Budget requests from ESD Commissioners & Auxiliary Budget to Ben and copy Ann & Steve
 - iii. Draft 1 Budget May ESD Meeting; Final Draft Budget June ESD Meeting; Budget Approval July ESD Meeting

8. **Executive Session if requested – Not required.**

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

10. **Adjourn: 5:09 p.m.** Next meeting will be **Tuesday, May 17, 2022 at 3:00 PM.**

Respectfully submitted,

Lynne McKirdy,

Secretary