



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

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**Minutes  
Board of Commissioners  
December 20, 2022**

**Attendees:**

<b>Ann Hall, President (AH)</b>	<b>Theresa Turner, Auxiliary Treasurer</b>
<b>Carl Struck, Vice President (CS)</b>	<b>Janet Caruso, Auxiliary Asst. Treasurer</b>
<b>Steve Scheffe, Treasurer (SS)</b>	<b>Craig Richardson, Citizen</b>
<b>Matt Herden, Assistant Treasurer (MH)</b>	<b>J. Berry, Fire Lt</b>
<b>Lynne McKirdy, Secretary (LM)</b>	<b>R. Penshorn, Fire</b>
<b>Ben Oakley, EMS Chief/Administrator</b>	<b>S. Wolfe, Paramedic</b>
<b>Matt McMain, Fire Chief</b>	<b>M. Garcia, Fire</b>
<b>David Hall, Counsel</b>	

1. **Call to Order / Announcements – Quorum established; meeting called to order at 3:00 p.m.**
2. **Public Comment** - No action may be taken on these items unless on agenda. Please limit comments to 2 minutes per person. **Introduction of Craig Richardson.**
3. **Consent Agenda** – Items will be approved with a single vote. Items can be removed from the Consent Agenda for discussion.
  - a. Approval of the November 15, 2022, Regular Meeting minutes. **Motion to approve the November meeting minutes with minor corrections by CS, seconded by LM. Motion approved.**
  - b. Financial Report as of 11/30/2022. **Motion to approve November Financial Report by CS, seconded by LM. Motion approved.**
    - i. Monthly Financials:
      1. Texas Regional Checking: \$478,846.04
      2. Texas Regional CD: \$133,253.57
      3. Texas Regional Money Market: \$1,062,577.07
      4. Lone Star Money Market: \$228,025.14
4. **FY2022 Audit – Ms. Taber joined the meeting via video conference, outlining the audit highlights. Per Ms. Taber, the audit was a ‘clean opinion’ with normal housekeeping. Ms. Taber commended Chief Oakley on his detailed submission and timely follow-up. SS asked a question regarding depreciation. Ms. Taber explained the 5-year depreciation schedule. AH reminded the Commissioners that the audit was due to Judge Bray and the Commissioners Court before the June deadline.**
  - a. Presentation of FY2022 Audit by Charity Taber, CPA of Taber & Burnett, P.C.
  - b. Review & Approve FY2022 Audit. **Motion to approve the FY2022 Audit by LM, seconded by SS. Motion approved.**
5. **Recognition of Service – Steve and David were both recognized and thanked for their valuable service.**
  - a. Steve Scheffe

- b. David Hall
6. **Fire & EMS Auxiliary Report – Reports distributed prior to the meeting. Theresa Turner reported that donations continue to flow in from the donation letter. Theresa also requested clarification and approval of donated funds to be used to purchase Firefighter Gear Lockers and Helmets. Quotes for helmets from Metro Fire, \$4,394; and Gear Lockers from Grainger, \$4,754.24. Motion to approve donated funds for the purchase of Gear Lockers and Helmets by LM, seconded by CS. Motion approved.**
- a. Consider requests/actions submitted to ESD
  - b. Consider authorization to expend restricted donated funds for Firefighter Gear Lockers & Firefighting Helmets
7. **Operations / Chiefs’ Report**
- a. Operations Reports Fire & EMS. **Reports distributed via email prior to the meeting. AH asked if the call reports could be sent to BCN for publication. Chief Oakley will follow up with the editor to determine interest in publishing call reports.**
  - b. CHP Program Update. **Reports distributed. Paramedics filled in while CHP Captain Patton was on vacation. Care for enrollees was not disrupted.**
  - c. Medicare Ground Ambulance Data Collection. **Chief Oakley distributed the notification letter from CMS regarding ESD No. 2’s required participation in data collection over a 12-month period using the web-based form. Failure to comply would result in a compensation reduction. Chief Oakley provided details regarding the American Ambulance Association (AAA) software capabilities and the benefits of joining AAA as a member. Motion to approve AAA membership up to \$600 per year for a one-year trial by LM, seconded by SS. Motion approved.**
  - d. COVID-19 Testing. **Testing volume is low when compared to this time last year. Covid vaccine administration is also trending lower than last year. FEMA is ceasing 100% coverage of Covid expenses and will now only cover 90% of the expense. Motion to approve covering the remaining 10% cost by ESD No. 2 by LM, seconded by SS. Motion approved.**
  - e. Safe Baby Site. **Informational. ‘Safe Baby Site’ sign is now posted on the front of the building.**
  - f. Approval of Surplus/Salvage Property as authorized by H&S §775.251. **Motion to approve Surplus/Salvage property list by CS, seconded by SS. Motion approved.**
  - g. Accept Grant from Texas A&M Forest Service in the amount of \$6,650.00 for Insurance Program. **Motion to approve and accept Texas A&M Forest Service Grant by SS, seconded by LM. Motion approved.**
8. **Administration / Finance Matters**
- a. Helipad – Discussion and possible action relating to the Blanco Landing Zone (Helipad), currently located at Blanco High School (Carl Struck). **Superintendent Rosenbaum contacted CS regarding moving the Helipad to a different location, possibly at a different location at the high school or a different location in the ESD. CS will reach out to Mr. Rosenbaum to determine the timeframe and if bond funds would be available if the Helipad site is moved off campus. Chief Oakley will research possible alternate sites.**
  - b. Update on Good Samaritan AED (Carl Struck) **Chief Oakley reported that the Zoll AED has been ordered but is delayed by supply chain issues, no ETA is available at this time.**
  - c. Acknowledgement of Filing of Bond Renewal pursuant to Health & Safety §775.037(b), which was filed and accepted by the Blanco County Clerk on 11/14/2022. **Informational, copy of filing is in the packet distributed prior to the meeting.**
  - d. Adopt Resolution# 2022-12-20.1 relating to Bank Signatories. **Motion to approve Resolution 2022-12-20.1 by SS, seconded by CS. Motion approved.**
  - e. Discussion and possible action regarding Interlocal Agreement with City of Blanco for Fire Inspections, which expires on December 28<sup>th</sup>, 2022. **Chief McMain reported that only**

- normal annual fire inspections will continue. Motion to allow the Interlocal Agreement to expire on December 28, 2022, by SS, seconded by LM. Motion approved. Chief McMMain will advise the City Administrator.**
- f. Correction of BCAD Records for properties owned by ESD2, including authorization to conduct a new survey if necessary. **Informational. AH suggested ensuring that no non-ESD property is parked or stored on the easement behind the station to avoid the possibility of ‘easement by prescription’.**
  - g. Discussion and possible action regarding Texas Regional Bank Certificate of Deposit which matures on January 7<sup>th</sup>, 2023. **SS researched rates at five financial institutions for consideration. Motion to approve the 13-month CD renewal with Texas Regional Bank at 3.42% APY and to research CD rates for additional funds on deposit at Texas Regional Bank for later consideration by LM, seconded by CS. Motion approved.**
  - h. Approve Renewal of Contract with FarrWest Environmental Supply for Monitoring Equipment. **Motion to approve new 3-year Contract by CS, seconded by SS. Motion approved.**
  - i. Approve Issuance of Purchase Order to Wildfire Truck & Equipment Sales in the amount of \$44,884.37 to convert 2013 Dodge Ambulance Chassis into Brush Truck. **After a brief discussion and support from the firefighters in attendance regarding the use of other conversions. HGAC verified. Motion to approve conversion of Medic 73 into a brush truck by LM, seconded by CS. Motion approved.**
  - j. Approval of 2023 EMS Billing Rate Changes. **Proposed 2023 EMS Billing Rate Change distributed prior to the meeting. Motion to approve new 2023 EMS Billing Rates by LM, seconded by SS. Motion approved.**
  - k. Presentation of a draft of the new Policy Book to be reviewed by Commissioners for approval at January meeting. **Draft Policy Book will be distributed via email after the meeting to all Commissioners.**
  - l. Information regarding Tobacco Cessation Program. **Chief Oakley provided information on the Tobacco Cessation Program that will be offered to both employees and spouses. The tiered rate structure would cover both ESD 1 and 2 with a shared expense.**

9. Executive Session – None.

10. Return to Open Session: N/A

11. Adjourn: Meeting was adjourned at 5:00 p.m. Next meeting will be Tuesday, January 17, 2023, at 3:00 PM

Respectfully submitted,

Lynne McKirdy, Secretary