



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

Minutes
Board of Commissioners
April 18, 2023

Attendees:

Ann Hall, President (AH)	Theresa Turner, Auxiliary Treasurer
Carl Struck, Vice President (CS)	Martha Herden, Auxiliary Vice President
Craig Richardson, Treasurer (CR) Absent	J. Berry, Fire Lt.
Matt Herden, Assistant Treasurer (MH)	B. Peterson, EMS
Lynne McKirdy, Secretary (LM)	R. Penshorn, Fire
Ben Oakley, EMS Chief/Administrator	S. Wolfe, EMS Paramedic
Matt McMMain, Fire Chief	David Hall, Citizen
Wesley Patton, CHP Captain	D'Anne Welch, Citizen
	Ken Welch, Citizen

1. **Call to Order / Announcements – Quorum established. Meeting was called to order at 3:00 PM.**
2. **Public Comment** - No action may be taken on these items unless on agenda. Please limit comments to 2 minutes per person.

Ken Welch stated that he submitted a letter to Judge Bray and the County Commissioners recommending a modification of the existing new sub-division rules, Fire Suppression 301.000, requiring larger water storage tanks. Currently, the rules require 2,500 gallons (under 50 lots) or 5,000 gallons (over 50 lots).

AH recognized M. Garcia and W. Wheeler for passing the skills portion of TCFP testing. Chief McMMain offered that the written portion of the exam is next for full TCFP Certification.

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 MH, seconded by CS. Motion approved.**
 - a. Approval of the March 21, 2023, Regular Meeting minutes
 - b. Financial Report as of 3/31/2023
 - i. Monthly Financials:
 1. Texas Regional Checking: \$270,432.63
 2. Texas Regional CD: \$133,729.96
 3. Texas Regional Money Market: \$2,026,189.46
 4. Lone Star Money Market: \$227,633.97
4. **Fire & EMS Auxiliary**
 - a. Quarterly report due. **Reports distributed prior to the meeting.**

- b. Consider requests / actions submitted to ESD –

Theresa Turner reported that the update to the prolonged response P&P's was completed.

Theresa reminded everyone that Market Days is 5/20. Theresa requested collateral materials/hand outs relating to heart health, the hand outs will be available to the public or in conjunction with a blood pressure check.

5. Chiefs' Report

- a. Operations Reports Fire & EMS – **Reports distributed prior to the meeting. MH asked if the new temporary landing zone at The Landing was operational. Chief Oakley reported that everything is set and ready for operation.**
- b. Update on Sale of 2001 Chevrolet C7500 Tender (Old Tender 82) – **Auction proceeds were above budget and above expectations. The final sold price was \$35,500. (*See 6.a Excess to be used to partially fund purchase of Fire Fighting Equipment)**
- c. CHP Program Update – **Captain Patton reported that the program continues to be busy with 62 enrolled participants in March.**
- d. Mid-Fiscal Year Building Updates / Needs – **Door card access continued to be an issue; resolution required a vendor change. Parts were changed to make the doors operational.**
Conference room lighting, lights are not dimmable. Chief Oakley requested bids to replace the failed controller. Chief Oakley requested a simplified system.
- e. Policies & Procedures – **Changes – AH asked about the last few additions to the Strategic Plan adding the Auxiliary's Roles and Responsibilities.**

Ken and D'Anne Welch expressed an interest in viewing certain P&P's. Chief Oakley explained that certain P&P's are confidential for safety reasons. AH suggested reviewing other ESD's online P&P's to determine how they were handled. Chief Oakley will research.

6. Finance & Planning

- a. Authorize Purchase of Firefighting Equipment –
Options were presented outlining the requirements to outfit Tender 82 as a Pumper-Tender, at a total expense of \$54,580. Additionally, Chiefs completed a full assessment to determine all additional fire hose needs this year, for a total expense of \$10,550. Total funding request is \$65,130. Chiefs recommended approval of the total request, with \$5,124.51 coming from budgeted funds (Fire Personal Protective Equipment), \$20,500 from a budget surplus from the surplus sale of the old Tender 82, and the remaining \$39,505.49 to come from donor funds. Motion from MH to approve the purchase of Firefighting Equipment as recommended by the Chiefs, seconded by LM. Motion approved.
- b. Authorize Expenditure of 2023 EMS County Grant Funds (State Funds) – **Motion to accept the 2023 EMS County Grant Funds and Authorization to Expend the Grant funds as specified in the Grant, by LM, seconded by CS. Motion approved.**
- c. Update on Purchases Authorized at March 21st, 2023 Meeting – **Lawn Mower purchased. Lumber for table ordered.**
- d. FY2024 Budget

- i. Staffing Plan Review – In process. Potential requests include an additional CHP employee, a dedicated building inspector and 3 FTEs. Additional information will be available as the budget process continues.**
 - ii. Budget requests from ESD Commissioners & Auxiliary – Brief discussion on the Commissioner Training budget. AH reminded Commissioners and Auxiliary to submit all requests to Chief Oakley.**
 - iii. Draft 1 Budget May ESD Meeting; Final Draft Budget June ESD Meeting; Budget approval July ESD Meeting – Reminder. Chief Oakley reported that the Workers Compensation Experience rating was .83 this should help our renewal rate. Also, TCDRS moved from 9.4% to 9.47%.**
 - iv. Pending Legislation that may affect the budget – Watching several pieces of proposed legislation.**
7. **Executive Session** - Discuss personnel matters, meet with attorney as authorized by Texas Government Code.- **N/A**
8. **Return to Open Session:** Discuss and consider action on matters discussed in Executive Session – **N/A**
9. **Adjourn:** The meeting was adjourned at **4:20 PM**. Next meetings will be **Tuesday, May 16, 2023, at 3:00 PM**.

Respectfully submitted by,
Lynne McKirdy, Secretary