



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

---

**Minutes  
Board of Commissioners  
May 16, 2023  
Attendees:**

<b>Ann Hall, President (AH)</b>	<b>Wesley Patton, CHP Captain</b>
<b>Carl Struck, Vice President (CS)</b>	<b>Caroline Richardson, Auxiliary President</b>
<b>Craig Richardson, Treasurer (CR)</b>	<b>Martha Herden, Auxiliary Vice President</b>
<b>Matt Herden, Assistant Treasurer (MH)</b>	<b>Theresa Turner, Auxiliary Treasurer</b>
<b>Lynne McKirdy, Secretary (LM)</b>	<b>Ben Collie, Paramedic</b>
<b>Ben Oakley, EMS Chief/Administrator</b>	<b>Charles Riley, Precinct 4 Commissioner</b>
<b>Matt McMain, Fire Chief</b>	<b>Elaine Cross, Citizen</b>

1. **Call to Order / Announcements – Quorum established. The 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.

**CS mentioned the excellent job of staff at the Good Samaritan AED training.**

**AH and MH mentioned several bills under consideration in the Legislature including HB 4922, HB 1775, HB 4878, and others. AH encouraged other Commissioners to send in comments.**

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 CS, seconded by LM. Motion approved.**
  - a. Approval of the April 18, 2023, Regular Meeting minutes
  - b. Financial Report as of 4/30/2023
    - i. Monthly Financials:
      1. Texas Regional Checking: \$212,690.25
      2. Texas Regional CD: \$133,729.96
      3. Texas Regional Money Market: \$2,027,355.21
      4. Lone Star Money Market: \$238,194.11

4. **Fire & EMS Auxiliary**

- a. Consider requests / actions submitted to ESD.

**Caroline and Theresa distributed the 2023-2024 Budget. Caroline will distribute the 2022-2023 budget for comparison purposes via email after the meeting.**

**Caroline reported that the Auxiliary is ready for Market Days with CHP Captain Wes Patton. Wes will be available for blood pressure checks and will**

**bring heart health collateral material. Market Days will help kick-off EMS week.**

## **5. Chiefs' Report**

**The Chief's reports were distributed via email prior to the meeting.**

- a. Operations Reports Fire & EMS

**Operations Reports were distributed via email prior to the meeting.**

- b. Policies and Procedures Online

**After researching the content of the Policies and Procedures with Chief Oakley and finding pages that contain confidential information including items that relate to security, it was decided not to post the P&Ps online. All information is available via FOIA, Freedom of Information Act upon request, to the extent allowed by law.**

- c. Approve Job Description and Compensation for Community Paramedic

**The new Community Paramedic position is designed to complement the existing CHP position by providing more coverage on weekends and at hours outside of the current position. This position will report to the CHP Captain and will be a 52 hour per week position at an annual rate of \$67,500, this is a non-exempt position. Motion to approve the new CHP position by LM, seconded by CS. Motion approved.**

- d. Consider Purchase of Surplus 2015 Chevrolet Tahoe for CHP/Pool Vehicle Needs

**With the extended build time of the new CHP vehicle, an opportunity to purchase a Surplus 2015 Tahoe became available. The 2015 Tahoe would be used as a pool vehicle once the ordered vehicle becomes available. Chief Oakley researched the 2015 vehicle's history and found it to be a viable option. Motion to approve purchase of the Surplus 2015 Chevrolet Tahoe not to exceed \$12,000 and authorize Chief Oakley to sign all required documents to finalize the purchase by LM, seconded by MH. Motion approved.**

## **6. Finance & Planning Matters**

- a. FY 2024 Budget

- i. Internal Replacement Schedules for Capital Equipment over \$5000

**Chief Oakley distributed the Updated Internal Replacement Schedule for Capital Equipment over \$5,000. The schedule covers 2023-2024 through 2031-2032. Due to inflation, all item's anticipated costs escalated over time. The EMS vehicle remount/replacement went from \$188k to \$215k, Motorola Radios increased by \$200, Bunker Gear replacements went from \$22k to \$33,190. Added to the Capital Schedule detail are dining room chairs and 4 new beds. Motion to approve the increase for the remount of the 2013 Dodge Ambulance from \$188k to \$215k by LM, seconded by CS. Motion approved.**

- ii. Annual inventory of personal property owned by ESD2 according to the Asset Management Policy that will be sent to the Auditor for the Audit.

**Chief Oakley confirmed that the Inventory was sent to the Auditor. Chief Oakley will distribute the Inventory to Commissioners via email after the meeting.**

- b. Cybersecurity Training.

**Chief Oakley will send the training link to Commissioners. The annual training must be completed by June 19<sup>th</sup>.**

- c. Annual Governmental Funds Investment Report – ESD Treasurer and Asst. Treasurer required annually to ESD2 Board for review (TX Gov Code §2256.005(e)).

**CS provided an historical overview of ESD No. 2's investment policy and strategy with a focus on safety, liquidity, and yield. AH reminded the commission that Texas Regional Bank provides Pledged Securities over the FDIC limit of \$250,000, also the flexibility of transferring funds within Lone Star Bank and Texas Regional Accounts streamlines bookkeeping. Chief Oakley annually negotiates the best possible CD rate with Texas Regional. Motion to leave the current investment policy in place while monitoring the CD rate environment with a continuing focus on safety, liquidity, and yield by CS, seconded by MH. Motion approved.**

7. **Executive Session – N/A**
8. **Return to Open Session:** Discuss and consider action on matters discussed in Executive Session
9. **Adjourn: Meeting was adjourned at 4:20 PM.** Next meetings will be **Tuesday, June 20, 2023, at 3:00 PM.**

**Respectfully submitted by,**

**Lynne McKirdy, Secretary**