

Comal County
Emergency Services District No. 3
PUBLIC NOTICE

AGENDA

The board of Comal County Emergency Services District No. 3 will hold a **Regular Monthly Meeting** on **December 16, 2019** at **5:30 pm** at Canyon Lake Fire/EMS Station 51, 1074 Scissortail, Canyon Lake, TX 78133. The meeting is open to the public.

1. The Opening meeting Agenda is as follows: Invocation, Pledges of Allegiance, Call to Order, and Statement of Quorum

PUBLIC COMMENT

2. **Public Comment:** In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners.

It is also the policy of Comal County Emergency Services District No. 3 that Public Comment at regular monthly meetings of the Board of Commissioners will be limited to a total of 20 minutes, and individual comments will be limited to 3 minutes. A speaker may not speak for more than 3 minutes by accumulating time periods of other speakers.

CONSENT ITEMS

3. Consider, discuss and take appropriate action on acceptance of the meeting minutes from the previous month;
4. Consider, discuss and take appropriate action on reports from treasurer and district business manager, including:
 - Monthly bills and invoices;
 - Monthly financial reports;

REPORTS/ ACTION ITEM

5. Consider, discuss and take appropriate action on Reports from District Fire Chief and EMS Division Chief:
 - Review of Monthly FIRE/EMS Activity Data and Status Report;
 - Status YTD Report: Grants (Awarded and Pending);
 - Status of NR and DSHS licensing of new paramedics;
 - Status of Fall 2019 Hiring Process
 - Status of Assistant Chief Process
 - General discussion and questions

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COMMITTEE REPORTS

6. **Apparatus** – Jane Bowen (Chair), Alan Stahlman
Consider, discuss and take appropriate action on:
 - Current and Future needs under apparatus replacement plan
 - Status of current apparatus in production

7. **Audit** – Don Wagner (Chair), Holly Gill
Consider, discuss and take appropriate action on a status report.

8. **Budget and Finance** – Alan Stahlman (Chair), Holly Gill
Consider, discuss and take appropriate action on a status report:
 - Proposed 2019 budget amendments
 - Proposed 2020 budget amendments

9. **Building** – Alan Stahlman (Chair), Susan Shirley-Menzel
Consider, discuss and take appropriate action on a status report from the Building Committee including:
 - Update on future Station 54 (River Chase) and Station 56 (Vintage Oaks);
 - Search for land in the Hancock area and Station 52 area

10. **Community Outreach** – Susan Shirley-Menzel (Chair),
Consider, discuss and take appropriate action on status report:
 - Update on current activities

11. **Community Paramedicine** – Jane Bowen (Chair), Susan Shirley-Menzel
Consider, discuss and take appropriate action on ways to meet the needs of the Canyon Lake and surrounding areas to include:
 - Update on Community Paramedicine activity

12. **Compensation Committee** – Don Wagner (Chair), Holly Gill
Consider, discuss and take appropriate action on status report.
 - Executive Session: Comal County ESD No. 3 Board will enter a closed meeting pursuant to the Texas Government Code Section 551.014 to consider and discuss the evaluations of the 2019 Job Performance and Goals of the Canyon Lake Fire/EMS Fire Chief and the Business Manager.
 - The Board will reconvene in open session to take action on the 2019 compensation of the Fire Chief and Business Manager.

NEW BUSINESS

13. Consider, discuss and take appropriate action on proposed purchase order for Target Solutions online training/records management system totaling \$7,131.80.

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14. Consider, discuss and take appropriate action on proposed purchase order for 5 sets of Bunker Gear through Dooley Tackaberry totaling \$12,958.25
15. Consider, discuss and take appropriate action on purchase order for bunker gear racks through Gear Grid Corporation totaling \$8,881.00
16. Consider, discuss and take appropriate action on purchase order for repair to Engine 4907 through Siddons-Martin Emergency Group totaling \$9,156.61
17. Consider, discuss and take appropriate action on proposed Memorandum of Understanding for CAD interface between Comal County Sheriff's Office and Comal County ESD No. 3.
18. Consider, discuss and take appropriate action on status report related to Canyon Lake Fire/EMS, Inc. – Community Health Paramedic Program, Safety Guide distribution and 2019/2020 Contributions Drive
19. Commissioners Comments (Not subject to vote)
20. Announcements
21. Next Meeting: To be determined
22. Adjournment

NOTICE

If, during the course of the meeting covered by this Notice, the Board of Commissioners should determine that a closed meeting or session of the Board of Commissioners is required, then such a closed meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code, Section 551.001, et seq., will be held by the Board of Commissioners at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Board of Commissioners may conveniently meeting such closed meeting or session concerning any and all purposes permitted by the Act.

Should any final action, final decision, or final vote be required in the opinion of the Board of Commissioners with regard to any matter considered in such closed meeting or session, the final action, final decision, or final vote shall be either:

- a. in the open meeting, covered by the Notice upon reconvening of the public meeting;
- b. at a subsequent public meeting of the Board of Commissioners upon notice thereof;
- c. as the Board of Commissioners shall determine.

Susan Shirley-Menzel, Secretary, CCESD #3
POSTED: 12/13/2019)
(CCESD#3 Meeting Notice Format (rev'd. 1/1/2009))