

Emergency Services District No. 2

Comal County, TX
P.O. Box 2140, Canyon Lake, TX 78133

Minutes of Regular Meeting
Monday, April 16, 2026, at 6:30 PM at
Prepared By: Chelsea Ormond, Secretary

Workshop Agenda

Call to order, establishment of a quorum, pledges, and prayer. Vice-President Hays called the meeting to order at 6:30pm, declared a quorum present and led the pledges and prayer. Other commissioners present were Crossan, Ormond, Chief Mikel, Assistant Chief Clapper and Angela Hemphill, CFO.

Recognition and welcome of citizens present and their comments. Alan Berry said he appreciated being invited to the Strategic Planning Workshop hearing different perspectives offered and looks forward to the end result.

Canyon Lake Professional Fire Fighters Association Report None

Chief's Operational Report:

Consider, discuss, and take appropriate action regarding EMS activity data including call volume, response times, training reports and personnel status, and additional Fire/EMS items of interest.

- Q1 report Jan.-March decrease in calls (1,209) compared to last year 87 fire, 853 medical, 7.8 minute average response time, highest one day calls - 27, 100% daily calls. Report also included highest days and times, heat map, and incident hours/count.
- 22 personnel, mostly newer members, are in training for wild land certifications
- Philips provided deposit for returned heart monitor devices

Review minutes of March meeting - approved as presented

Governmental & Regulatory Updates -

Discussion of legislative/policy review, compliance, and enforcement updates.

1. HIPAA Security Rule final rule and other regulatory updates - no update
2. Public Safety Threat Alliance (PSTA) and other updates - no update
3. Receive update, discuss and take appropriate action if needed for 2025 Audit - Hemphill reported auditors stayed 5 days in-house and are developing a report. We should have a draft in the next week and the final draft presented in May for approval. No action taken.

Old Business

4. Consider, discuss and take appropriate action to adopt a resolution establishing rules and procedures for public comment during open meetings. No update. No action taken.

5. Consider, discuss and take appropriate action on the final draft quantum procurement language for future computer-based purchases. No update. No action taken.
6. Consider, discuss and take appropriate action on policy update recommendations to include guidance for training and use of Artificial Intelligence. No update. No action taken.
7. Receive report, consider, discuss, and take appropriate action if needed from the Assistant Medical Director Committee. No updates on proposals as the deadline will close at the end of April. Only one has been submitted. Leadership and Medical Director are broadening reach to upcoming conferences and professional networks.
8. Receive report, consider, discuss and take appropriate action if needed from the Joint Strategic Planning Committee. Hemphill gave an summary of the meeting. The committee will reconvene to develop initiatives with a goal to adopt a strategic plan by June in preparation for budget planning.
9. Consider, discuss and take appropriate action on the agreement between Comal County ESD 2, Comal County ESD 3 and Kona Coast Ventures (WWA) for standby Emergency Medical Services for the 2026 Concert Season. Hemphill updated that the agreement is the same as last year with a requested increase for the pay rate of personnel to reflect department pay increases. Crossan motioned to approve the agreement as presented, Hays seconded. Approved without objection.
10. Consider, discuss and take appropriate action on proposed agreement between Comal County ESD No. 2, Comal County ESD No. 3 and Comal County Water Oriented Recreation District (WORD) for emergency services coverage during the 2026 summer season. Chief added the agreement includes an increase in rates to reflect pay increases. He clarified there is no legal requirement to provide an agreement that coverage would be provided by regular time personnel. Our overtime rate is higher than WORDs contractual rate, but we are only getting reimbursed the minimum by WORD. We will continue to have conversations about coverage provided in the future to best align staff scheduling and budgeting. Ormond motioned to approve the agreement as presented, Crossan seconded. Motion approved without objection.
11. Consider, discuss and take appropriate action to approve the proposed Purchase Agreement for items for National EMS Week May 17-23. Clapper provided an update on appreciation items and vendor for lunch which is under the amount budgeted. A schedule for visiting stations will be provided to Commissioners. Crossan motioned to approve the Purchase Agreement as presented, Ormond seconded. Motion approved without objection.

New Business

12. Receive March financial report from the treasurer and consider taking related actions including approval of monthly bills, invoices, and financial report. Crossan reported expenses are normal and expected for monthly operations. Reports are aligned and on schedule in both the budget and property tax report. Ormond motioned to approve the monthly report and expenses, Crossan seconded seconded. Motion approved without objection.

Identify agenda items for the May meeting
Formal Audit approved
Red Cross Contract

Next Meeting Date - May 21 @ 6:30

Adjourn @ 7:05pm

The Board of Commissioners is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney, discussing real property matters, discussing gifts and donations to ESD 2, discussing personnel matters, discussing security personnel or devices pursuant to §§ 551.071, 072, 073, 074 and 076 of the Texas Government Code. If the Board decides to enter executive session regarding any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and the provision from the Open Meetings Act that authorizes the closed or executive session.

Comal County Emergency Services District No. 2 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Angela Hemphill, Manager for Comal County Emergency Services District No. 2 at (830) 907-2922, EXT 304 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.

Chelsea Ormond, ESD No. 2 Secretary
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