

EMERGENCY SERVICES DISTRICT No. 2
COMAL COUNTY, TEXAS
P. O. BOX 2140
Canyon Lake, Texas 78133

Minutes of Regular Meeting May 19th, 2022

CALL TO ORDER: Commissioner Crossan declared a quorum and called the meeting to order at 4:00 PM. All commissioners were present. Also present were Fire Chief Robert Mikel, and Angela Hemphill, Chief Financial Officer (CFO).

CITIZENS PRESENT: Several members of the Department (on shift) attended.

APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING: The April 2022 minutes were distributed, reviewed, and approved with the amendment of an omitted word, that did not change substance original document.

CHIEF's REPORT: Chief Robert Mikel introduced the Department's new Training Coordinator Brad Elkins who gave a short background briefing. Commissioner Whitcomb requested that future monthly operational updates be expanded to include more relevant training updates. Chief Mikel presented an update on the status of CAD and Emergency Radio upgrade within Comal County, to include recent coordination with Comal County precinct commissioners and the Comal County Information Technology.

ACTION ITEM AGENDA:

ACTION ITEM #1. Review timeline and discuss critical milestones for 2023 budget preparation and tax rate coordination.

ACTION ITEM #2. Ratification of emergency approval from President Crossan for payment to the Medical Director omitted from the April board meeting. **Motion by Commissioner Whitcomb, second by Commissioner Dishman to ratify payment made to the Medical Director. Motion passed.**

ACTION ITEM #3. Consider, discuss and take appropriate action on proposed Memorandum of Understanding between Comal County ESD No. 1, No. 2, No. 3, No. 4, No. 5, and No. 6 for cost sharing of software and equipment fees related to CAD project. **Motion by Commissioner Whitcomb, second by Commissioner Dishman to approve the memorandum on contingency (spending not to exceed \$70k), and sign when final costs are determined. Motion passed**

ACTION ITEM #4. Review timeline and progress for annual audit. **Item tabled, to be retained as an action item for future scheduling.**

ACTION ITEM #5. Receive report from the treasurer and consider taking related actions Commissioner including approval of monthly bills, invoices, and financial report. **Motion by Commissioner Whitcomb second by Commissioner Schein to accept the financial report and pay required bills. Motion passed by consensus.**

COMMISSIONER COMMENTS: All comments for information only, no action items will be considered.

NEXT MEETING:

Regular monthly meeting – Thursday June 23rd 2022 at 4:00PM – Canyon Lake
Fire/EMS Station 51

ADJOURN: Meeting adjourned at 5:15 PM