

**Comal County
Emergency Services District No. 3**

PUBLIC NOTICE

The board of Comal County Emergency Services District No. 3 will hold a Regular Monthly Meeting on **March 23rd, 2020 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. 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 previous month's meeting minutes;
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 of state licensing of two Paramedic Program personnel, one from 2018 and one 2019.
 - Status of 11 new personnel;
 - Status of 2020 hiring process;
 - Consider and discuss possible Interlocal Agreements between neighboring ESD's to provide Emergency Services
 - Status YTD Report: Grants (Awarded and Pending);
 - Discuss and possible action related to the Families First Coronavirus Response Act;
 - Discussion and possible action related to the current COVID-19 situation, locally, regionally and nationally and the potential effects to the district related to revenues and expenses
 - General discussion and questions

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COMMITTEE REPORTS

6. **Apparatus** – Jane Bowen (Chair), Alan Stahlman
Consider, discuss and take appropriate action on status report:
 - Final Inspection and Delivery of TIFMAS Truck – Type III Engine
 - Ratification of President Wagner’s emergency approval of repairs to Marine 53 totaling \$7,975.91
 - Current and Future Needs
7. **Audit** – Don Wagner (Chair), Holly Gill
Consider, discuss and take appropriate action on status report:
 - Status of 2019 Financial Audit
8. **Budget and Finance** – Alan Stahlman (Chair), Holly Gill
Consider, discuss and take appropriate action on status report.
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)
 - Status of land acquisition within the district
 - Approval to move forward with requesting bi-fold door installation by Seidel Construction at Stations 54 / 56 at a cost not to exceed \$114,000
10. **Community Outreach** - Susan Shirley-Menzel (Chair)
Consider, discuss and take appropriate action on development of a community outreach program to educate the public about Canyon Lake Fire/EMS that will contribute to improvement in the health and safety of the community:
 - Status of 2020 Citizens Fire Academy
 - Status Report from committee meetings
 - Suggestion for change in activities at the Annual Open House
11. **Community Paramedicine** – Jane Bowen (Chair), Susan Shirley-Menzel
Consider, discuss and take appropriate action on status report:
 - Update on Community Paramedicine activity
12. **Compensation Committee** – Don Wagner (Chair), Holly Gill
Consider, discuss and take appropriate action on status report:
 - Command Staff Goals for 2020
13. **Strategic Planning** – Jane Bowen (Chair), Holly Gill
Consider, discuss and take appropriate action on conducting a Strategic Planning Session.

OLD BUSINESS

14. Consider, discuss and take appropriate action on proposed service agreement between Comal County ESD No. 2, Comal County ESD No. 3 and Kona Coast Ventures (WWA) for the 2020 Concert Season

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15. Consider discuss and take appropriate action on proposed resolution related to the use of ESD No. 3 Facilities for non-ESD purposes.
16. Consider, discuss and take appropriate action on proposed revised ODFI Agreement between Comal County ESD No. 3 and Security State Bank & Trust.

NEW BUSINESS

17. Consider, discuss and take appropriate action on renewal of Lexipol Subscription for FY 2020 totaling \$8,290.00
18. Consider, discuss and take appropriate action on proposed revisions to the Purchasing Policy
19. Consider, discuss and take appropriate action on authorizing issuance of a district credit card to Assistant Fire Chief Robert Mikel
20. Commissioners Comments (Not subject to vote)
21. Announcements
22. Next Meeting: To Be Determined
23. 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

Comal County Emergency Services District No. 3 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. 3 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.

Susan Shirley-Menzel, Secretary, CCESD No. 3
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