

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

**Minutes of Regular Meeting July 16<sup>th</sup>, 2020**

**CALL TO ORDER:** Ken Schein, Vice President, confirmed that the official notice for this meeting was properly posted, then declared a quorum and called the meeting to order at 6:30 pm. Other commissioners present were: Francesca Hays, Archie Dishman and through Zoom (webcast) were: Jim Whitcomb. Also present was Fire Chief Darren Brinkkoeter, Assistant Fire Chief Robert Mikel, EMS Division Chief Brandon Kludt and Business Manager Angela Hemphill. Commissioner Tom Crossan was not in attendance for this meeting.

**CITIZEN'S COMMENT:** There were no citizens present.

**APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING:** The minutes of the regular meeting on June 18<sup>th</sup> had been emailed prior to the meeting. There were no changes/corrections requested. The board accepted the proposed minutes as presented.

**CHIEF'S REPORT:** EMS Division Chief Brandon Kludt informed the board that there were 287 EMS calls for service for the month of June. The average response time was 7:45. The board and the Chiefs discussed the remainder of the report. The board acknowledged the report as given. Chief Brinkkoeter reported on the construction status of Stations 54 and 56 as well as relayed that two personnel have started Paramedic School as of May 18<sup>th</sup>.

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON EMS NEEDS FOR EQUIPMENT AND SUPPLIES FOR NEXT YEAR:** Chief Kludt discussed with the board the proposed items to be included in the proposed budget for FY21.

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON DRAFTING NEXT YEAR'S BUDGET BASED ON ESTIMATED TAX REVENUE AMOUNT FROM THE APPRAISAL DISTRICT AND INPUT FROM THE CHIEFS AND EMS NEEDS:**

The district should receive its certified numbers on July 26<sup>th</sup> from the Comal Appraisal District. Once received the tax office and Mrs. Hemphill will complete the State Comptroller's Worksheets to determine ESD 2 taxing rates under the new calculation methods required after the implementation of Senate Bill 2. Mrs. Hemphill reminded the board of the Budget Workshop scheduled for Friday, July 31<sup>st</sup> at 10:00AM.

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PURCHASE OF EIGHT (8) SAPHIRE MULTI-THERAPY INFUSION PUMPS, COMMUNICATION CABLES AND INFUSION SETS TOTALING \$17,175.40 FROM EITAN GROUP NORTH AMERICA:**

Chief Kludt relayed the status of the return of the previously purchased infusion pumps that were recalled stating that the district has since received the funds, approximately \$31,000. This request is to replace these pumps. **Commissioner Dishman moved to approve the proposed purchase of eight (8) Saphire multi-therapy infusion pumps, communication cables and infusion sets totaling \$17,175.40 from Eitan Group North America. Commissioner Hays seconded and all commissioners approved.**

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PURCHASE OF FOUR (4) GE VSCAN EXTEND PORTABLE ULTRASOUNDS TOTALING \$15,984.00 FROM GE HEALTHCARE (BUDGETED):**

Chief Kludt relayed that these proposed units will finalize the ultra sounds budgeted for in 2020. **Commissioner Hays moved to approve the proposed purchase of four (4) GE VScan extend portable ultrasounds totaling \$15,984.00 from GE Healthcare. Commissioner Dishman seconded and all commissioners approved.**

**DISCUSS FUTURE TOWN HALL/PROPERTY OWNER'S ASSOCIATION MEETINGS FOR RESIDENTS WITHIN THE AREAS SURROINGDING STATIONS 54 AND 56:**

Commissioner Whitcomb stated that there was nothing new to discuss related to this agenda item. We are in wait and see situation due to the pandemic.

**CONSIDER AND DISCUSS CURRENT AND FUTURE STAFFING NEEDS DUE TO INCREASE IN CALL VOLUME OF EMERGENCY MEDICAL SERVICES:** Discussion occurred over current staffing and the possible needs in the future.

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**RECEIVE REPORT FROM THE TREASURER AND CONSIDER TAKING RELATED ACTION INCLUDING APPROVAL OF MONTHLY BILLS, INVOICES AND THE FINANCIAL REPORT:**

Commissioner Dishman distributed copies of ESD#2 Ad Valorem Tax Receipts comparison 2005 thru 2020 along with the 2<sup>nd</sup> Quarter Investment Report. Normal treasurer reports were unavailable due to the absence of the Mrs. Preston however Mrs. Hemphill and Commissioner Dishman will work together on reports until she returns. **The board acknowledged the report given by Commissioner Dishman.**

Commissioner Dishman stated that there were 13 claims to be approved for payment:

<b>ESD#3</b>	<b>(date check 8/1/20) July p/r</b>	<b>\$268,949.74</b>
<b>Frazer</b>	<b>Medic Unit Drain Valve</b>	<b>\$226.05</b>
<b>Stericycle</b>	<b>Monthly Medication Disposal Fee</b>	<b>\$69.00</b>
<b>VFIS</b>	<b>2<sup>nd</sup> Quarter Insurance Premium</b>	<b>\$945.00</b>
<b>Emerigcon</b>	<b>Billing Fee</b>	<b>\$3,658.75</b>
<b>SoTex Engine</b>	<b>Genset Repair</b>	<b>\$450.40</b>
<b>Ranger Auto</b>	<b>Medic Unit Repair</b>	<b>\$28.98</b>
<b>Stryker</b>	<b>Stretcher Mattress / Restraints</b>	<b>\$636.89</b>
<b>Bound Tree Medical</b>	<b>Loose Equipment New Medic</b>	<b>\$5,027.96</b>
<b>Comal County ESD 3</b>	<b>Reimb of EMS Week Luncheons</b>	<b>\$1,067.85</b>
<b>Triple Peak</b>	<b>Unit 4311 and 7042 AC Issues</b>	<b>\$1,610.63</b>
<b>Take 5 Oil</b>	<b>Unit 2945 Oil Change</b>	<b>\$172.98</b>
<b>Stryker</b>	<b>Loose Equipment New Medic</b>	<b>\$33,306.08</b>

**Commissioner Dishman moved to approve payment for claims submitted and Commissioner Hays seconded. All commissioners approved; motion carried.**

**RECEIVE, CONSIDER AND DISCUSS RELATED BUSINESS TO COMMUNITY OUTREACH:**

Commissioner Hays relayed that due to the pandemic this committee has postponed meetings currently.

**COMMISSIONER COMMENTS:**

Commissioner Dishman mentioned the newscast related to Truck 51 that aired on Kens 5 and appreciated the information shared by the Fire Chief.

**PRESENTATION OF COMMUNINCATIONS RECEIVED:**

Commissioner Hays stated that district did not receive any communications.

**NEXT MEETING:**

Budget Workshop – Friday July 31<sup>st</sup> @ 10AM  
Regular Monthly Meeting - Thursday, August 20<sup>th</sup> at 6:30PM @ Station 51

**ADJOURN:** Meeting adjourned at 7:19 PM