

Emergency Services District No. 2

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

Minutes of Regular Meeting
Thursday, March 20, 2025, at 4:30 PM at
Prepared By: Chelsea Ormond, Secretary

Workshop Agenda

President Janusaitis called the meeting to order at 4:31pm, declared a quorum was present and led the pledge and prayer. Other commissioners present were Hays, Czapinski, Ormond, Chief Mikel, Assistant Chief Clapper, Angela Hemphill CFO.

No citizens were present.

Canyon Lake Professional Firefighters Association L4713 Report - President Richard gave thanks for the opportunity to co-present at the SAFE-D conference. While networking at the conference, they have partnered with Kati Coffee out of Georgetown to have a custom coffee in which 10% of every bag sold will go back to the organization along with a \$10,000 donation and benevolence fund. He mentioned the community is becoming more aware of their organization such as the new pickleball place with a tournament on April 26 to play their first responders. Sponsorships and teams are available. There are many events throughout the summer. Janusaitis said Richard's perspective added much value to the presentation.

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.

- Gave an update on water related calls and rescues
- Due to the extreme fire danger Battalion Chief Kahonek is deployed as strike team leader trainee in Bandera, they have added personnel on red flag days with extra brush truck, but luckily no additional responses for grass fires have occurred.
- Hiring update to fill 7 vacancies- 33 applications received, 28 met requirements, testing agility and written test is scheduled. He reported that recruiting from SAC Fire Academy was successful.
- Bathrooms, mold remodel - Attorney recommends the builder should take responsibility to reinstall proper insulation. The shower was completed on emergency purchase authorization, mold remediation is almost finished, and a hygienist will come to test.
- New roof completed on station 51 from hail damage claim.
- Janusaitis mentioned that citizens are not aware of the risk or lack care about fire weather. With the burn ban off many people choose to burn despite fire weather.

The February Minutes were reviewed and accepted as presented.

Old Business

1. **Consider, discuss and take appropriate action if needed on HIPPA Security Rule Notice of Proposed Rulemaking to Strengthen Cybersecurity for Electronic Protected Health Information.** Janusaitis reported that 4,700 comments were made, and only two were related to EMS (one of them his comment) related to showing lack of interest/awareness for EMS within the proposal. Concerns about local small hospitals, clinics without IT, and the monetary impact it may have on smaller organizations. Clapper reported that he met with STRAC about cybersecurity support and they are looking into improvements to our internal systems, equipment and technology. Janusaitis reported that the firewall has reached its end of life, but is owned by ESD 3. He would like to work with the department's technology coordinator and ESD 3 to work on improvement plans for technology infrastructure/asset/software.
2. **Receive update, discuss, and take appropriate action if needed for the 2024 Audit process.** Hemphill reported that Crossan was absent to meet auditors, but Janusaitis was able to attend. The team discussed documents, large transactions, agreements, and other financial items to provide. Audit will start in house next week and will have three agents on-site.

New Business

3. **Consider, discuss and take appropriate action on proposed agreement between CCESD No. 3, CCESD No. 2, and Axon Education, LLC for department personnel to attend Paramedic school.** Chief Mikel reported they would like to partner with Axom as they are the most appropriate fit to send three personnel to paramedic school. While the courses are mostly online lessons, past personnel who took the course gave positive feedback, passed the first time, and were also able to complete the work faster. Axom provides monthly reports to training staff to be able to offer support, resources, and help in areas of deficiencies. It's very self-driven. Hays motioned to approve the agreement with Axom Education, seconded by Ormond. After no further discussion, the motion was approved without objection.
4. **Consider, discuss and take appropriate action on proposed clinical affiliation agreement between CCESD No. 3, CCESD No. 2 and Axon Education, LLC allowing students to perform clinicals hours with Canyon Lake Fire/EMS.** Chief Clapper reported that this agreement is for students to be able to conduct clinical ride-outs with our department. As a perk, a discount would be offered to the personnel taking the paramedic course. Clapper also reported that the rideouts are a great opportunity for recruiting. Czapinski moved to approve the training MOU, Ormond seconded. After not further discussion, the motion was approved without objection.
5. **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 2025 Concert Season.** Hemphill said no significant changes have been made to the annual agreement other than dates associated nor changes to cost. Czapinski asked about the number of events in which Hemphill noted she will receive the schedule after the contract is signed as WWA does not disclose information related to the entertainment schedule. Also discussed was that these events do not impact the daily staffing duties, and leadership ensures those that take shifts for WWA event duty will not be on the mandatory

overtime list. Hays moved to approve the contract as presented, Ormond seconded. Hays mentioned that next year we need to increase the rates, Hemphill said they have kept the same rates the last two years and doesn't think Whitewater will be opposed to an increase. November/December to increase the ambulance pricing for Kona. After no further discussion, the motion was approved without objection.

6. **Consider, discuss and take appropriate action if needed for National EMS Week held May 18-24.** Clapper reported that the appreciation gifts have been purchased for the personnel and Shawna is working on pricing a meal to deliver to each station during that week. Lunch is usually the tradition and Commissioners attend. A list of dates, times and shifts will be available next month for Commissioners to sign up. No action required.
7. **Receive February report from the treasurer and consider taking related actions including approval of monthly bills, invoices, and financial report.** Hemphill reported that everything is falling in place for ad valorem and patient receivables in which we received a large increase. Expenses are on track at 25% of the annual budget. Ormond asked about the line item for bookkeeper services, bank charges and wire fees which will be corrected. Hemphill also reported that we've received the tax payments into the TexPool account. Czapinski moved to approve the monthly financial and invoices, Hays seconded. After no further discussion, the motion was approved without objection.

Identify agenda items for the April meeting.

Contract agreement with WORD of Comal County

Status of Audit

Asst. Medical Director update

Bookkeeper services

Commissioners Comments

Hays reported three applicants submitted RFQs, Chief vetted applicants through, Susan, Tom and Fran who will sit to review and schedule interviews and hopefully by April will have a recommendation.

Ormond provided cards of congratulations to newest paramedics for all commissioners to sign Janusaitis reported Canyon Lake Water Systems denied water to three proposed subdivisions Legislative Update - Hemphill reported she attended a Capital day sponsored by SAFE-D and it was a great learning experience. Over 10,000 bills have been filed and 400 potentially affect ESDs. One has potential impact as written requiring all ESDs and districts that opposed a tax, would have to elect commissioners to the position as opposed to appointment. However, the bill didn't get sent to a committee and will end up dying. She's looking into scheduling time with Senator Donna Campbell and Representative Carrie Isaac on April 15. Another bill would prevent tax dollars to go towards lobbying which may include SAFED membership dues as they pay for lobbyists.

Next Meeting scheduled on April 17, time 4:30pm

Meeting Adjourned at 5:27pm

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.

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Chelsea Ormond, ESD No. 2 Secretary
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