



BLANCO COUNTY EMERGENCY SERVICES DISTRICT #2  
P.O. BOX 972, BLANCO, TX 78606

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**Minutes Regular Session  
Board of Commissioners  
January 21, 2020**

IN COMPLIANCE WITH THE PROVISIONS OF CHAPTER 551, TEXAS GOVERNMENT CODE, NOTICE IS HEREBY GIVEN THAT THE BOARD OF COMMISSIONERS OF THE BLANCO COUNTY EMERGENCY SERVICES DISTRICT NO. 2 WILL MEET IN REGULAR SESSION ON **January 21, 2020 AT 3:00 P.M.** AT 431 BLANCO AVE, BCESD2 STATION TRAINING ROOM, BLANCO, TEXAS.

1. **Call to Order** - Establish a quorum. **Meeting called to order at 3:00 pm. Quorum present. Ann Hall (AH), Mike Rieken (MR), Carl Struck (CS), Lynne McKirdy (LM), Steve Scheffe (SS) present. See below for all other persons in attendance.**
2. **Public Comment** - No action may be taken on these items unless on agenda. Please limit comments to 2 minutes per person.
3. **Fire & EMS Auxiliary (Caroline). Quarterly report and financials have been sent to board. Caroline to get audit to LM. Discussion regarding who should receive fees paid by persons receiving emergency medical training and certification requested by Gem of the Hills of EMS. To be paid to the ESD because all expenses and income of the program attribute to the ESD. No action taken.**
  - a. Questions / Comments take action as needed.
  - b. Consider other requests / actions submitted to the ESD
4. **Officer Elections** - Election of ESD Officers for 2020: Pres., VP, Sec., Treas., & Asst. Treas. **Ann Hall offered to step down as president. Motion made by MR that AH continue as president for 2020. Motion seconded by LM. Motion approved. Motion made by CS that all board members continue for 2020 in current officer positions . Second by LM. Motion approved.**
5. **Board Evaluation. AH urged everyone to get filled out and sent in.**
6. **Consent Agenda** – items will be approved with a single vote. Items can be removed from the Consent Agenda for discussion. **Consent agenda item b. iv. Removed form consent agenda for further discussion. Motion by CS to approve consent agenda with exception of adding CS initials to item 1. of minutes. 2<sup>nd</sup> by LM. Motion approved.**
  - a. Approval of the Dec. 17, 2019 Regular Meeting Minutes
  - b. Financial Report as of 12/31/2019
    - i. Monthly Bills Report
    - ii. Monthly Financials
      1. Texas Regional \$915,746.50
      2. CD #714430 \$128,651.10
      3. Lone Star Bank Debt Fund \$232,492.44
    - iii. Transfer Funds if necessary

- iv. Approval of Resolution authorizing the update of bank signature cards. **Motion to approve resolution by LM. 2<sup>nd</sup> by MR. Motion approved.**
7. **Finance Action Items** – Discussion & action as needed on the following topics:
  - a. CD Reinvestment Recommendation (Lynne). **Discussion of report by LM of CD renewal options with competing banks. After considering options, motion made by LM to leave the CD with Texas Regional Bank at increase in rate from 1.3 to 1.5%. 2<sup>nd</sup> by CS. Motion approved.**
  - b. Approve Line Item Transfer of \$3,255 from 8010 PPE Extractor/Dryer to 8007 Extrication Tools Replacement for the Capital Purchase of New Extrication Tools. **To purchase battery operated extrication tools replacing hydraulic. Original budget \$25,000. Actual cost \$28,225. Motion to transfer \$3255 from budget line item 8010 to line item 8007 by SS, 2<sup>nd</sup> by LM. Motion approved.**
8. **Strategic Planning Workshop** (Hall) - Recommend two commissioners (Lynne & Ann) work with Chiefs to draft. Send drafts out and have workshop in early March to revise as needed. Must be completed by end of March. **No action taken.**
9. **Performance Management Review** - Self-Evaluation in Jan. Meet with 2 commissioners in Feb., Executive Session with Commissioners in March (Monthly Actions). **Chiefs to provide a date before end of Jan to meet with LM and SS to review self- evaluations. If necessary, BOC can review in closed session at March meeting.**
10. **Out of District Billing** - Approve billing FBISD residents & RR 1888 Kendall County residents for EMS calls beginning Feb. 1, 2020. **Discussion of whether and how to recover costs of EMS service provided to persons residing outside of ESD. Motion made by LM to approve the procedure of billing all persons receiving EMS services who do not reside and pay taxes in the BCESD2. 2<sup>nd</sup> by MR beginning Feb 1, 2020. Motion approved.**
11. **BVAC Update** - Termination date for Blanco Volunteer Ambulance Corp. **Chief reported this is moving forward. Will file forms early February.**
12. **Building Update** - Take actions if needed: **No action taken**
  - a. Update regarding Station Sign Lighting. **Illumination of building sign still not working. MR contacted Kohler's, Trinidad and he was to get new electrician out to repair.**
  - b. Update on Station Construction Project Closeout. **Still holding \$10000 retainage. Sign lighting and project closeout documents are the 2 items remaining.**
  - c. Update on Current Building Issues **Six open warranty items.**
13. **Chiefs' Report** - Take actions if needed:
  - a. Operations Reports Fire & EMS. **New extractor and dryer are here, waiting for electrical outlet.**
  - b. 2018 Form 990 for BVFD and BVAC. **Dissolution documents are due. Our auditor offered to complete the documents for \$250 to \$400. Motion by SS to approve this expense and proceed. 2<sup>nd</sup> by LM. Motion approved**
  - c. FEMA SAFER Grant – Financial Report, recommendation and board action from last month.
14. **Executive Session** - To discuss personnel matters on this agenda as authorized by Texas Government Code as needed. **No executive session.**
15. **Executive Session Action Items** - Discuss and consider action on matters discussed in Executive Session
16. **Adjourn** - **Motion to adjourn by SS, 2<sup>nd</sup> by MR. Motion approved. Meeting adjourned 4:40 pm** Next regular meeting will be Tuesday, Feb. 18, 2020 at 3:00 PM

UPCOMING REMINDERS:

February:

1. SAFE-D Conference Feb. 20 -22, 2020 –Commissioner training. H&S 775.0365 six hours CE every two years. Only 3 hours may be carried forward from excess hours to the next two-year period. Other training available online through [www.SAFE-D.org](http://www.SAFE-D.org)

March

1. Budgeting Begins; Staffing Plan for ESD showing salary requests for next FY for each employee breaking out wage, and benefits for each employee.
2. Set up Tax Calendar and set tentative dates for Public Hearings / Elections, and for required notice to run in paper in compliance with new Tax laws. ESD approves calendar. Beginning Jan. 1, 2020 budget must be completed much earlier in case a required election must be held.
3. Mid-year performance review with the Chiefs in Closed Sessions.

**Other attendees:**

**Ben Oakley**

**Matt McMain**

**David Hall**

**Ken Welch**

**Theresa Turner**

**Caroline Richardson**

**Emily Becker**