



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

**Minutes Regular Session
Board of Commissioners
June 16, 2020**

1. **Call to Order / Announcements** - Establish a quorum. Meeting called to order at 3:02 pm. Quorum present. Ann Hall(AH), Mike Rieken(MR), Carl Struck(CS), Lynne McKirdy(LM), and Steve Scheffe(SS) present via audio conferencing. See below for all others in attendance.
2. **Public Comment** - No action may be taken on these items unless on agenda. Please limit comments to 2 minutes per person. **No public comments.**
3. **Consent Agenda** – Items will be approved with a single vote. Items can be removed from the Consent Agenda for discussion. **Motion to approve consent agenda by CS. Second by LM. Motion approved.**
 - a. Approval of the May 19, 2020 regular Meeting Minutes
 - b. Financial Report as of 5/31/2020
 - i. Monthly Financials:
 1. Texas Regional \$1,552,622.47
 2. CD #714430 \$128,651.10
 3. Lone Star \$237,322.85
4. **Review & Approve Citizen Advisor Application.** Discussed application from Matt Herden. AH to recommend to Matt to attend a couple of meetings before any action on the application.
5. **Fire & EMS Auxiliary** – Caroline. Nothing to add to emailed minutes, financials and agenda. Foundation that gave \$29K for POC labs needs info re delivery. Ben will send to Caroline (invoices, costs, arrival dates and info re other items included in the project).
 - a. Consider requests / actions submitted to ESD. **No action taken**
6. **Chiefs' Report**
 - a. COVID-19 Update - Chief Oakley. **Very busy. In middle of an outbreak situation. Running out of healthcare resources. Blanco County OEM Facebook page has current numbers. Number of confirmed cases now at 11, but multiple cases will be added this week. Testing was at 10-12/week, this week approx. 25/day. Positive rate up from 4% to 7%. Hospital admissions up from 10-12/day to about 24-28/day. Also, trauma volume seeing remarkable increase, severe auto accidents.**
 - b. Operations Reports Fire & EMS. **Refer to written reports. Matt reported volume back to normal levels. Newest department hire has submitted resignation. Daco quick estimate of repair to**

Engine is \$30k. Discussion regarding hiring practices of experienced, paid personnel vs. new trainees or volunteers.

- c. **Annual Inventory Status Report. At 99% point. Only thing missing is ID numbers. New data base ready tomorrow.**

7. Finance Matters

- a. **Annual Investment Policy Report – Treasurers. CS: staying with traditional investments (CDs), keep assets liquid, in a good place, follow strategic plan and start looking at other mechanisms for investment of surplus funds. Discussion re Texas Regional Bank request to use Letters of Credit to secure deposits. Recommendation is to decline, and continue with securities to back up deposits. No further action taken.**
- b. **FY2021 Budget Update**
 - i. **Preliminary FY20/21 Budget Presentation / Discussion and Action as needed. Ben reviewed entire preliminary budget. Discussion regarding whether building loan qualifies as debt service for setting tax rate. Discussion regarding meeting the 3.5% mandatory cap on ad valorem tax increases. Discussion regarding the inclusion of \$8500 in budget to support participation in regional Whole Blood initiative. Discussion regarding how to include trade-in or sale of surplus items in capital budget (include as separate line item)**
 - ii. **Review & Approve FY2021 Position & Compensation Schedule**
- c. **Review Vehicle Insurance Policy & Discuss Follow up Action as needed. Discussion regarding impact of agreed values on insurance premium. Motion by MR to get 2 quotes from VFIS with different agreed values (new and used) to determine difference. Second by CS. Motion approved. Ben was going to do this task.**
- d. **CAD System Project Update. Ben reported we have software licenses and modems in all but two trucks. Hardware needs: 5 computers and 2 modems to complete. Total cost ballpark \$10-15K. Motion by LM to take additional dollars from POC Capital Budget as it was donated and move ahead with install of rest of CAD system. Second by MR. Motion approved.**

8. Resolutions

- a. **Consider adoption of Resolution# 2020-06-16.1 to allow BCESD2 to request approval for participation in the Texas Comptroller of Public Accounts Cooperative Purchasing Program (TXSmartBuy). Motion to approve by CS, second by SS. Motion approved.**
- b. **Consider adoption of Resolution# 2020-06-16.2 to certify that BCESD2 is in compliance with the security awareness training requirements of Section 2054.5191 of the Texas Government Code. Allows Ben to report we are in compliance. Motion to approve by CS, second by SS. Motion approved.**

9. Station Update – Mike

- a. **Project Closeout. Still one outstanding issue with closeout docs: warranty from erector of building. As soon as that is obtained architect will issue final payment certificate, bank will fund final payment and establish final amortization schedule.**
- b. **Discussion and action as needed regarding payment of the final retainage**
- c. **Update on Final Amortization Schedule**

10. Policy Development / Updates

- a. Discussion and possible action regarding the Monthly Actions document
- b. Review Draft of 'District Property Accounting System' policy and consider changes. **No action taken on a. or b. AH asked board to look over draft docs and make suggestions for any changes.**

11. **Executive Session** - Discuss personnel matters on this agenda as authorized by Texas Government Code. **No executive session was held.**

12. **Return to Open Session:** Discuss and consider action on matters discussed in Executive Session

13. **Adjourn:** Next regular meeting will be Tuesday, July 21, 2020 at 3:00 PM. The decision about how the meeting will be held will depend on the State and County Orders and recommendations from Chief Oakley.

Other attendees:

Ben Oakley

Matt McMain

Theresa Turner

Caroline Richardson

Unknown 501 area code caller

Respectfully submitted,

Steve Scheffe, Secretary