



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

Minutes
Board of Commissioners
February 15, 2022

Attendees:

Ann Hall, President (AH)	Matt McMain, Fire Chief
Carl Struck, Vice President (CS)	Caroline Richardson, Auxiliary President
Steve Scheffe, Treasurer (SS)	Theresa Turner, Auxiliary Treasurer
Matt Herden, Assistant Treasurer (MH)	Wesley Patton, Paramedic
Lynne McKirdy, Secretary (LM)	Joe Ortega, FF
David Hall, Attorney	
Ben Oakley, EMS Chief /Administrator	

1. **Call to Order / Announcements** - Establish a quorum. **Quorum established. Meeting was called to order at 3:00 PM.**
2. **Public Comment – No comments.**
3. **ESD Commissioner Orientation. MH has almost completed the new Commissioner training. AH sent out a 615 page document to all Commissioners of laws related to ESD’s, the document is easily searchable for reference.**
4. **Consent Agenda** – Items will be approved with a single vote. Items can be removed from the Consent Agenda for discussion. **Motion to approve the consent agenda by SS, seconded by LM. Motion approved.**
 - a. Approval of the January 18, 2022 Regular Meeting minutes
 - b. Financial Report as of 1/31/2022
 - i. Monthly Financials:
 1. Texas Regional Checking: \$1,948,386.76
 2. Texas Regional CD: \$132,643.63
 3. Lone Star Money Market: \$234,851.26
5. **Fire & EMS Auxiliary. Reports were distributed via email prior to the meeting. Caroline and the Auxiliary are beginning to work on the budget that is due in June. The Auxiliary plans to have a table at the Blanco Library fundraiser.**

Caroline requested that the ESD No. 2 website be modified to include a link to the Auxiliary website. Currently, the Auxiliary site has a link to the ESD website.

Caroline also requested authorization to pursue quotes for a rainwater collection tank and supporting pump, UV and filtration system. After a brief discussion on the budget surplus that the Auxiliary has delivered so far this year and the benefit of having a back-up system for water, LM made a motion to authorize the Auxiliary to secure quotes and to bring a recommendation to a future meeting, SS seconded. Motion approved.

- a. Budgeting begins in March. Calendar drives budget.
- b. Consider requests / actions submitted to ESD

6. **FY2021 Audit.** Charity Taber attended the meeting via Zoom. Highlights of Ms. Taber's review included: a \$3.714M asset position, a positive change in net position of \$686k. The original budget forecasted a deficit of (\$324,912) with actual position being \$183,175, ending the year with a total positive variance of \$508,087. The audit was considered 'clean', just minor housekeeping issues and standard clarifying entries. Ms. Taber emphasized her pleasure in working with Chief Oakley. She noted that he is organized, responsive and detailed. A brief discussion regarding changing the operating reserve levels from 25% to as high as 50% and the possible impact on other key initiatives. Ms. Taber indicated that an increased reserve fund was possible considering our current financial situation. It was agreed that the discussion will continue throughout the budget process with varying percentages considered. Chief Oakley emphasized that employees and volunteers at ESD No. 2 operate in a culture of 'savings'.
Motion to approve the Audit by CS, seconded by SS. Motion approved.
 - a. Presentation of FY2021 Audit by Charity Taber, CPA of Taber & Burnett, P.C.
 - b. Review & Approve FY2021 Audit
7. **Chiefs' Report**
 - a. COVID-19 Update. **Situation is improving. Newly diagnosed COVID infections are still occurring, the volume of tests is down significantly.**
 - b. Operations Reports Fire & EMS
 - i. Whole Blood Project Update. **This is a regional initiative through CATRAC. The contract is in the final revision stage. The agreement's focus is 60% clinical, 25% legal, and 15% financial.**
 - ii. Point of Care Project Update. **POC had been delayed due to supply chain issues. POC training has been completed. Rollout is on track for the end of February.**
 - iii. Fleet Accident Update. **Drug testing was completed. A complete report was submitted. ESD No. 2 now has drug tests available.**
 - iv. EMS Billing – CY2021 End of Year Review. **Chief Oakley distributed the EOY reports prior to the meeting and provided an explanation of the various payment sources.**
 - c. Budgeting Considerations. **Under budget considerations, Chief Oakley and CS are reviewing a Platinum Warranty on the generator at a cost of \$400-500 per year.**
 - i. Hiring Incentive (Chief Oakley/Lynne). **There was a brief discussion on incentives offered by neighboring ESD's and hospitals who are recruiting EMT's and paramedics to fill open positions. Both Chief's noted that a new hire bonus may not be required if the ESD health care coverage is modified to cover a portion of dependent premiums. The new hire incentives/bonus will be revisited if there is difficulty in recruiting new hires to ESD No. 2.**
 - ii. Staffing Plans. **In process for this budget cycle.**
8. **Finance & Planning Matters**
 - a. Review of Employee Benefits (Medical/Dental/Vision), Completion of Benefit Renewal Survey and consideration of action required for Benefit Renewal. **Chief Oakley explained the role of Gusto, the broker managing our benefit plans. We are currently in the annual renewal period with deadlines for decisions for our May renewal. Based on the conversation in 7. c. i., Hiring Incentives, Chief Oakley will request several different options including dependent coverage at varying levels of premium and benefits. It was agreed that Chief Oakley and LM will work together to present a recommendation as quickly as possible, including the possibility of a Special meeting prior to the regular meeting on March 15th.**
 - b. Review & Approve Interlocal Agreement with ESD#1 for Community Paramedic. **Motion to approve the agreement by CS, seconded by SS. Motion approved/**
 - c. Review & Approve Assets for Surplus or Salvage. **Motion to approve the Assets for Surplus or Salvage by CS, seconded by LM. Motion approved.**

- d. Strategic Plan Workshop – March 15th, 2022 @ 11:30AM – Lunch Provided. **The date and time were agreed to for the Strategic Plan Workshop.**
 - e. Commissioner Required Training. **CS and MH are both scheduled to attend the SAFE-D Conference.**
 - i. SAFE-D Conference – Attendees
9. **Executive Session if requested – None required.**
10. **Return to Open Session: N/A**
11. **Adjourn: Meeting adjourned at 5:05 PM. Next meetings will be Tuesday, March 15, 2022, at 11:30 AM and 3:00 PM.**

Respectfully submitted,
Lynne McKirdy, Secretary