

## **Comal County Emergency Services District No. 1**

### **Regular Meeting Agenda Minutes**

**December 17, 2020**

**NOTICE** is hereby given that a Regular Meeting of the Board of Commissioners of Comal County Emergency Services District No. 1 will be held Thursday, the 17th. day of December 2020 beginning at 4:00 p.m., at Emergency Services Building, 353 Rodeo Drive, Spring Branch, Texas, 78070 for the following purposes:

#### **DISCUSSION / ACTION ITEMS**

1) Meeting called to order by Bill Gonser at 4:08pm. Those in attendance are Chief Mark Southwell, Mark Schmalz, Tex Hall and Dan Saenz; No other guest present.

Public Comments: Members of the public may collectively address the Board for a total of thirty minutes on items not on the current agenda (i.e. the public comment section of the meeting). Individual members of the public may address the Board for a maximum of three minutes on items not on the current agenda (i.e. the public comment section of the meeting). Individual members of the public may address the Board for a maximum of three minutes per person per agenda item. Individuals may address the Board once per item. Members of the public may collectively address the Board for a total of thirty minutes per item on the agenda. Members of the public will speak on an agenda item after comments on the item is called for by the presiding officer, but before Board discussion and consideration of the item. Speakers will be called upon in the order that they signed up to speak on an item. If more than ten speakers sign up to speak on an agenda item or as part of public comment on items not on the agenda item, each speaker's allotted time will be proportionally reduced to allow all speakers an opportunity to speak within the 30 minute time limit.

2) Approve the November 19, 2020 regular meeting minutes, – Tex Hall motion to accept, motion carried.

3) Review, consider and accept monthly financial reports, – After discussion, Mark Schmalz motioned to Void Check #131 for CNA Treasury Bond, Tex Hall second, motion carried. Bill Gonser motion to accept monthly financials, Mark Schmalz second, motion carried.

4) Consider and approve bills/invoices to be paid, – Board reviewed bills for Quad Med Inc, invoices 182113 for \$2,684.00 & invoice 181411 for \$212.50 for total \$2,896.50 on check #138, Quickbooks for check #139 \$74.62, Comal Appraisal District check #135 \$9,977.39, Denton Navarro Audit response statement, check #136 for \$19.00, Web Pro Productions Licensing check #137 for \$200.00, ESD1 share of \$600.00 total bill split between all esd's. Check #140 unassigned at this time? Tex Hall motioned to accept bills/ invoices, Bill Gonser second, motion carried.

5) Review and discuss the Chief's monthly report, – Chief shared report in addition to Covid-19 update, with 4 staff members under self quarantine, and shared having 70 doses of Covid -19 Vaccine available. Board accepted report.

6) Discuss and approve new Joint Service Provider Agreement, – Discussion result with Bill Gonser motion to accept Page 14, section 5.01 Item C Payments, Tex Hall second. Further discussion, Bill Gonser motion to send email authorizing BSBES to withdraw \$208,638.92 per month starting January 1, 2021, Mark Schmalz second, motion carried.

7) Discuss the call distribution document, – Chief Southwell presented distribution chart 2,700 total calls, with 350 calls, approx 85%. No action.

- 8) Discuss and approve modifications to the 2021 budget, – No Action.
- 9) Executive Session Discuss JSPS and property issues, – No Action.
- 10) Reconvene and vote – No Action.
- 11) Receive and discuss progress reports from the BBSBES board and standing ESD committees, – No Action.
- 12) Adjourn and set next meeting for January 21, 2021, 4:00pm Station 1, unless stated otherwise– Meeting adjourned 5:49pm. Motion carried.

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 pursuant to Chapter 551.071 of the Texas Government Code; discussing real property matters pursuant to Chapter 551.072 of the Texas Government Code; discussing gifts and donations pursuant to Chapter 551.073 of the Texas Government Code; discussing personnel matters pursuant to Chapter 551.074 of the Texas Government Code; discussing security personnel or devices pursuant to Chapter 551.076 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 Meeting Act that authorizes the closed or executive session.

Comal County Emergency Services District No. 1 and the Bulverde-Spring Branch Emergency Services are committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request by calling (830) 228-4501 for assistance and information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.



Dan Saenz, Assistant Treasurer

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