

**HAYS COUNTY EMERGENCY SERVICES DISTRICT No. 3**  
**BOARD MEETING MINUTES**  
**April 30, 2014**  
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1. **Call To Order:** Meeting held at 1401 W. San Antonio Street, San Marcos TX, called to order at 5:10 p.m. by Leighton Stallones.

**Board Members Present.** Present were Leighton Stallones, Sharon O'Brien, Lea Ann Kenworthy, Doyle Krumrey and Bob Schneider. Also present were Ken Campbell, Bill Grimsley, Brandon Patton, Chief Smith, Dustin Bednorz, Kelly Kemp, Joel Cliett, Mathew Gondeck, T.J. Browder, Kendra Marsteller, John DeMarzo, Kara Griffin.

2. **Pledge to the American and Texas Flags**
3. **Acknowledge April Birthdays:** Pedro Lantigua – 1<sup>st</sup>, David Griffin – 17<sup>th</sup>, Dustin Bednorz – 23<sup>rd</sup>, Alejandro Carrilo – 26<sup>th</sup>.

CONSENT ITEMS

4. **Board Meeting Minutes:** Regular Meeting March 21, 2014. Doyle moved to accept the consent agenda items. Leighton seconded. All in favor, motion passed.

ACTION ITEMS

5. **Discussion concerning the building construction and financing** (agenda item 7): Sharon discussed fourteen items needed to close on the building loan.
6. **Action on the reimbursement of Sage Bank** (agenda item 8): Leighton presented a letter from Sage Bank requesting assurance Hays ESD #3 will reimburse the bank if the ESD fails to execute the loan for any reason. Sharon moved to sign the letter. Leighton seconded. Leighton, Sharon, Doyle, Bob voted in favor, Lee Ann abstained, motion passed. See also item number 16 for re-opened discussion and action.
7. **Discussion and possible action on the Certificate for Resolution** (agenda item 9): Tabled.
8. **Action to increase the Sage Capital M&O Reserve Account** (agenda item 10): Sharon moved to increase the Sage Capital M&O Reserve Account xxx1015 by \$63,971.11 to a total of \$294,000.00. Leighton seconded the motion. Leighton, Doyle, Sharon and Bob in favor, Lee Ann abstained, motion passed.
9. **Action to authorize Hays County ESD #3 Officers to execute contracts** (agenda item 11): Sharon moved the board authorize the officers to execute the Guaranteed Maximum Price after the Certificate for Resolution has been approved by the board. Leighton seconded the motion. All in favor, motion passed.

Sharon moved the board authorize the officers to execute the Notice to Proceed after the Certificate for Resolution has been approved by the board. Lee Ann seconded the motion. All in favor, motion passed.

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10. **Press release for new station** (agenda item 12): Tabled.

11. **Report from Chief** (agenda item 14): Chief Smith and Chief Bednorz

- Alarm Data:
  - SHFD- 78 YTD 298
  - FireHouse reports attached
  - SMART- 0
- Situation Report:
  - Burn Ban: Off
    - KBDI Average 336 +81.62 %
  - Co-Located Dispatch Center Update
  - New P25 Radios on order est. ship first week of May
  - CAECCD Advisory Report
- Officers Corps:
  - Chief Dustin Bednorz
- Apparatus:
  - PM's complete
  - Engine 11 balancing valve replaced
  - Stations:
    - Station 11
    - Station 12
    - Station 13 – Damage to bay door frame from backing accident
- Membership – Fire
  - Members = 87 (Includes 2 Jr. Firefighters 12 SMART only)
  - New members = 3
  - Members Leaving = 2
  - Support Members = 3
  - Applications in process = 0
  - Applications rejected = 0
- Training
  - 127 Hours
  - 2014 total = 697
  - 2013 total = 11,748.5 hours
  - 2012 total = 11,002.2 hours
- New Certifications
  - None reported
- Grants
  - Application for TEEX Annual Municipal School for 10 firefighters
- Injuries
  - Last injury 1/7/14, Asthma attack

12. **Report from Texas Fire Academy** (agenda item 15): Kelly Kemp

**Basic Structural Fire Academy**

Average student count:

Enrollment: 26

Mid-term: 20

Graduation: 18

- Current TFA 141 -22 students. Graduation set for May 19 at 7 pm.
- Extrication is set for May 4, live burns at Guadalupe fire field May 10-11 and May 17 at Buda fire field.

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- Pre-registration to start for TFA 142 on May 1. I currently have 4 people that have already made down payments. Have 1 person who will be returning due to leaving last class because of unforeseen circumstances.

**Advanced Fire Classes**

- Fire Officer I&II class 141 will be finishing April 26. Currently have 5 Officer I and 3 Officer II. 1 SHFD member.
- Driver Operator course DO 142 began April 19. Currently have 13 students with two being SHFD members. This class is set to end June 14.
- Driver Operator 143 set to begin July 19.
- Driver Operator 144 set to begin October 11.
- Fire Inspector class 141 planned for May 31 if approved by TCFP.
- Fire Instructor I & II class 142 set to begin June 28.
- Fire Officer I&II class 142 set to begin August 23.
- Fire Instructor I&II class 143 set to begin August 23.

**EMT Basic**

Average student count:  
Enrollment: 23  
Mid-term: 18  
Graduation: 15

- Current EMT Basic 141 set to end May 15. Currently have 37 students. This class began with 48.
- We are currently in the finishing stages of a TDSHS investigation due to a complaint from a student. The audits have gone well and all documents have been turned into TDSHS that have been requested.
- EMT 141B is our first blended course that is projected to begin June 2 is approved by TDSHS.
- EMT 142 is set to begin August 12.
- We have been in contact with San Marcos High School about starting an EMT program. We have sent them a cost analysis and are waiting their response. We have also contacted TDHSH on our plans and what needs to be done to this. If all goes as planned, we will start at the beginning of the fall school year. The program will be two semesters in length. This is twice as long as our regular program and will allow more time for the students to learn the modules and have adequate time to go on clinicals.

**Marketing**

- We have obtained a booth at the TEEX annual fire school to market our programs. This is the first year we have done this.
- Attended New Braunfels High School Job Fair on April 7.

**13. Report from South Hays Firefighter Association** (agenda item 16): Evan Kean reported the association was still working on 501(c)(3) application and a meeting is scheduled for May 15<sup>th</sup>.

CLOSED SESSION

**14. Convene In Closed Session** (agenda item 4): The board entered closed session at 6:24 p.m. pursuant to 551.071 of the Texas Open Meetings Act.

OPEN SESSION

**15. Return to Open Session:** The board returned to open session at 7:58 p.m.

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16. **Reopen action on the reimbursement of Sage Bank** (agenda item 8): Bob moved to modify the motion to give Sharon the discretion to deliver or rescind the signed letter based on agreed upon changes to section 4.7, Hazardous Materials on Project and changes to the language in section 2.1 of the contract to allow draws on the loan past twelve months. Leighton seconded the motion. Bob, Leighton, Sharon, Doyle approved, Lee Ann abstained, motion passed.

CLOSED SESSION

17. **Convene In Closed Session** (agenda items 17 and 18): The board entered closed session at 8:06 p.m. pursuant to 551.074 of the Texas Open Meetings Act.

OPEN SESSION

18. **Return to Open Session**: The board returned to open session at 8:35 p.m.
19. **Report from Treasurer** (agenda item 13): Sharon presented the financial statement for the period ending 3/31/2014. Lee Ann moved to accept the Treasurer's report. Leighton seconded the motion. Lee Ann, Leighton, Bob, Doyle approved, Sharon abstained, motion passed.
20. **Action on salary modification** (agenda item 17): Bob moved to adjust Kelly Kemp's wage to \$18.50 per hour. Sharon seconded the motion. All approved, motion passed.
21. **Action on hiring Assistant Fire Chief** (agenda item 18): Tabled until June meeting.
22. **Action on adopting Ordinance 2014-01** (agenda item 19): Chief presented Ordinance 2014-01 to the board and answered questions. Action tabled.
23. **Action on appointment to TFA Medical Review Committee** (agenda item 20): Sharon moved to appoint Bob Schneider to the Texas Fire Academy Medical Review Committee. Lee Ann seconded. All in favor, motion passed.
24. **Discussion and Action on Purchase Orders** (agenda item 21): Tabled, none to consider.
25. **Citizen Communications** (agenda item 22): No citizen comments.
26. **Schedule Next Regular Meeting** (agenda item 23): Meeting to be held at 1401 W. San Antonio St., San Marcos TX. The next Regular Meeting will be May 20, 2014, at 5:00 p.m.
27. **Adjourn** (agenda item 24): At 9:10 p.m. Leighton moved to adjourn the meeting and Doyle seconded. Meeting adjourned.

Prepared By:  
Mark Thornton, Office Manager