

HAYS COUNTY EMERGENCY SERVICES DISTRICT No. 3
BOARD MEETING
JULY 18, 2013
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1. **CALL TO ORDER.** Meeting held at 1401 W. San Antonio Street, San Marcos TX, called to order at 5:03 p.m. by Leighton Stallones.

BOARD MEMBERS PRESENT. Leighton Stallones, Sharon O'Brien, Doyle Krumrey and Lea Ann Kenworthy. Also present were, Chief Smith, T Elizondo, S Morrison, K Price, E Stoltz, J Cliett, T Browder, C Humphrey, S Raven and A Cortez. Ken Campbell joined at 5:30pm.

2. **PLEDGE TO THE AMERICAN AND TEXAS FLAGS.**
3. **ACKNOWLEDGE JULY BIRTHDAYS.**

CONSENT ITEMS

4. **BOARD MEETING MINUTES.** Doyle moved to approve minutes from the Regular Board Meeting June 25, 2013 and the Special Meeting July 10, 2013. Lea Ann seconded. All in favor, motion passed.
5. **SALES TAX REPORT.** Doyle moved to accept the reports from Sales Tax Assurance, LLC. Lea Ann seconded. All in favor, motion passed.

ACTION ITEMS

6. **REPORT FROM TREASURER.** Sharon presented financials for June 2013. We have \$777,830 cash on hand. All notes are paid off except the \$192,000 owed on the 2012 tender. Sales Tax Revenue is up for 2013; the latest received is \$48,000, for a 4 year period, from a taxpayer that had been paying to the wrong municipality. Sharon presented Quarterly Budget Amendments. Sharon advised it would not be necessary to take out a loan for the new 2013 Dodge Command vehicle since we received the unexpected \$48,000 in Sales Tax Revenue. Doyle moved to accept the treasurer's report and the Budget Amendments. Lea Ann seconded. All in favor, motion passed.

EXECUTIVE SESSION

Leighton announced on July 18, 2013, 5:43 p.m. the board will convene in closed session pursuant to Texas Government Code Section 551.071, consultation with attorney, of the Texas Open Meetings Act for the following purpose: Private consultation with attorney on any or all subjects or matters authorized by law, including pending litigation.

RETURN TO OPEN SESSION

Leighton announced on July 18, 2013, 6:20 p.m. the end of the executive session and the meeting returned to open session.

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7. **CONTRACTING WITH SOUTH HAYS FIRE DEPARTMENT.** Sharon advised the audit of the department was completed with no deficiencies and the CPA's report is expected soon. Drafts of the following documents were presented for the integration of departments into the ESD: Termination of Services, Blanket Bill of Sale, ESD Resolution, and SHFD Resolution. Ken Campbell advised that prior to the integration, all SOP's, SOG's, personnel handbooks, forms, waivers, etc. should be updated with Hays County ESD 3's information. He further advised to update the Member Application and to have all members reapply under the ESD. Leighton moved to combine similar agenda items 7 & 8 and to accept the documents provided by Ken Campbell to integrate South Hays Fire Department, Texas Fire Academy and San Marcos Area Recovery Team, pending approval and execution by the South Hays Fire Department Board of Directors. Sharon seconded. All in favor, motion passed.
8. **INTEGRATION OF SOUTH HAYS FIRE, TEXAS FIRE ACADEMY AND SMART.** This item was combined with item 7.
9. **ORGANIZATIONAL STRUCTURE.** Current SHFD and proposed ESD organizational charts were presented and options discussed. Chief will make changes and present to the Board at the next regular meeting for discussion and decision.
10. **DISPOSAL OF SURPLUS OR SALVAGE EQUIPMENT.** Chapter 775.251 of Health & Safety Code was read aloud.
11. **DISPOSAL OF THE 2004 FORD EXPEDITION.** Leighton moved to keep the 2004 Ford Expedition in service for now. Sharon seconded. All in favor, motion passed.
12. **CHIEF'S REPORT.**
 - Alarm Data - 100 Calls – 566 YTD - / SMART – 0 Calls
 - Situation Report
 - Burn ban lifted
 - Co-located dispatch update
 - EMS board meeting update
 - Officer Corps-no report
 - Apparatus
 - C12 delivered, to be in service by Aug 1 – in show at A&M Fire School Sunday
 - Stations-no report
 - Membership / Training
 - 66 members; 1 resignation; 4 new members; 9 applications in process; 2 support
 - Training hours – 423 / YTD 5,515 hours / Last YTD 11,002.2
 - Certifications –
 - Basic Structural Firefighter, Wildland – Simkin, K Raven, Kean
 - EMT – K Raven, Kean, Ducote, Cuellar, Fancher
 - 4 IFSAC Seals – K Raven
 - Incident Safety Officer – Lane
 - Fire Officer IV – S Raven

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- Special Projects
 - New member orientation
 - Basic Wildland 1st half
 - Texas Fire Chief's Academy
- Grants
 - TFS – Texas Fire Chief's Academy – partial
 - EMS Patches – SMHC EMS
- Injuries – None – Last injury 11/15/2011

13. DISCUSSION AND ACTION ON PURCHASE ORDER(S) AS FOLLOWS:

- a) 1. – No PO's to consider for Ad Valorem Contingency Fund.
- b) 1. – No PO's to consider for Sales Tax Contingency Fund.

14. LAND ACQUISITION/FINANCING. This item will become station construction/financing in the future. Financing options, for building the new central fire station, are being researched.

15. SIGNAGE AT STATION 11/12/13. To change the lettering on the buildings, will take additional research and estimates which will be presented at the next regular meeting. Chief verified the burn ban sign quote is for a double sided sign. Lea Ann moved to approve the **identification**/burn ban sign next to the road at both stations. Doyle seconded. All in favor, motion passed.

16. CITIZEN COMMUNICATIONS. None

17. REGULAR/SPECIAL MEETINGS. Meetings to be held at 1401 W. San Antonio St., San Marcos TX. The next special meeting will be July 31, 2013, at 4:00 p.m. The next regular meeting will be August 13, 2013, at 4:00 p.m.

18. ADJOURN. At 7:10 p.m. Doyle moved to adjourn the meeting and Lea Ann seconded. Meeting adjourned.

Prepared By:
Patti E. Blackson
Administrative Assistant