

**HAYS COUNTY EMERGENCY SERVICES DISTRICT No. 3**  
**BOARD MEETING**  
**DECEMBER 4, 2013**  
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1. **CALL TO ORDER.** Meeting held at 1401 W. San Antonio Street, San Marcos TX, called to order at 4:00 p.m. by Leighton Stallones.

**BOARD MEMBERS PRESENT.** Present were Leighton Stallones, Sharon O'Brien, Lea Ann Kenworthy, Doyle Krumrey and Robert Schneider. Also present were Chief Smith, D Kramer, T Browder, K Griffin, E Stoltz, K Price, A Cortez, S Morrison and K Kemp.

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

CONSENT ITEMS

4. **BOARD MEETING MINUTES.** Doyle moved to accept the minutes from the Regular meeting November 13, 2013 and Special Meeting on November 25, 2013. Lea Ann seconded. All in favor, motion passed.

DEMONSTRATION

Assistant Chief's Raven and Bednorz demonstrated the usage as well as the need for wildland gear and fire shelters. We currently have 40 shelters and received partial grant funding.

ACTION ITEMS

5. **CHIEF'S REPORT.**
  - Alarm Data - 74 Calls – 857 YTD - / SMART – 0 Calls
    - FireHouse reports pending monthly audit
  - Situation Report
    - Burn ban off
    - Co-located dispatch update
    - EMS board meeting update
  - Officer Corps
  - Apparatus
    - B13 accident
  - Stations
    - Station 11 / Station 12
    - Station 13 – Damage to bay door frame from backing accident
  - Membership / Training
    - 65 members; 4 support; 2 juniors; 5 terminated didn't reapply; 6 applications in process; 2 resigned
    - Training hours – 1,400.5 / YTD 10,001 hours / Last Year (2012) 11,002.2
  - Certifications –
    - SFFMA Advanced – Kramer, Rheinlander, Morrison
    - HazMat Technician – Elizondo
    - EMS Instructor – Simkin
    - TCFP Firefighter/EMT – Lopez

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- Special Projects
  - 2 Recruiting presentations for TFA
  - Prescribed fire for Gary Job Corps
  - 3 TFA Skills/Burn weekends and graduation (T Orlando and A Cortez)
  - 2 Presentations on dive and fire science evidence to Texas State
  - EMS Conference & TFA recruiting and EMC CE (7)

**6. DISCUSSION AND ACTION ON PURCHASE ORDER(S) AS FOLLOWS.**

- a) 1. – No PO's to consider for M&O Contingency Fund.
- b) 1. – No PO's to consider for Sales Tax Contingency Fund.

**7. STATION CONSTRUCTION AND FINANCING.** Sharon presented new proposals provided by the two remaining institutions listed as Option's 3E, F and Option's 4D, E, F, G. Each option from both institutions were discussed and considered. Lea Ann abstained from all discussion and voting.

Sharon moved to accept Option 4G from Sage Capital Bank, for a 15 year note amortized over 20 years with no prepayment penalties, to finance \$4mil for building construction on the new central fire station. Doyle seconded, Leighton and Robert are in favor. Lea Ann abstained.

**8. EMPLOYEE HANDBOOK, FORMS AND SOP's.** Robert offered to assist Chief Smith with these projects.

**9. LIQUIDATION OF APPARATUS AND EQUIPMENT.** None to consider.

**10. SECTION 105 HEALTH REIMBURSEMENT ARRANGEMENT.** The Section 105 HRA will no longer be available to the fulltime employees due to the new Affordable Care Act Laws in effect January 1, 2014. Preliminary research, on other options to take the place of this program, is being done and will be discussed at the next Regular Meeting.

**CLOSED SESSION**

**11.** At 5.25 p.m. Leighton announced "The Hays County Emergency Services District No. 3 Board is now entering into executive session pursuant to the Texas Government Code Section 551.074 to discuss the evaluation of the employment of the Fire Chief, Assistant Fire Chief, Director of Education, Health & Safety Officer and Administrative Assistant of the District pursuant to § 551.074, Texas Government Code".

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**RETURN TO OPEN SESSION**

12. At 7:37 p.m. Leighton announced "The Hays County Emergency Services District No. 3 Board has completed its executive session. Doyle moved to increase the pay for David Smith by 5%, increase the pay for Kara Griffin by \$2.50 per hour and increase the pay for Patti Blackson by \$1.82 per hour effective Jan. 1, 2014. Sharon seconded. All in favor, motion passed. Sharon moved to table the HRA 105 replacement benefit until the January 2014, Board Meeting. Leighton seconded. All in favor, motion passed. Lea Ann moved to implement quarterly employee reviews, with the first being first Board Meeting in March 2014, and have input from the immediate supervisor for the review. Sharon seconded. All in favor, motion passed.
13. **CITIZEN COMMUNICATIONS.** None
14. **REGULAR/SPECIAL MEETINGS.** Meetings to be held at 1401 W. San Antonio St., San Marcos TX. The next Special Meeting will be December 9, 2013, at 4:00 p.m. The next Regular Meeting will be January 21, 2014, at 5:00 p.m.
15. **ADJOURN.** At 7:45 p.m. Doyle moved to adjourn the meeting and Lea Ann seconded. Meeting adjourned.

Prepared By:  
Patti E. Blackson  
Administrative Assistant