



North Hays County Emergency Services District #1



P.O. Box 1604, Dripping Springs, TX. 78620

Minutes – June 21, 2022 Regular Meeting

Approved July 19, 2022

Commissioners Present

President Dennis Lane
Vice President Bob Luddy
Treasurer Darrell Debish
Secretary Cristina Nelson
Assistant Treasurer Staci Dement

Others Present

Comptroller Pamela Reynolds, SMHC EMS
Accountant Kayla Cochran, SMHC EMS
Assistant Chief Matt Weinberg, SMHC EMS
District Administrator Doug Fowler, North Hays EMS
Assistant Administrator Bodie Hudson, North Hays EMS
John McKane, Captain North Hays EMS

Commissioners Absent

None

A. CALL TO ORDER 5:09 PM

B. CITIZEN COMMUNICATION

None

C. CONSENT AGENDA

1. Approve and accept the minutes for the Special Board Meeting on May 17, 2022
2. Approve and accept the minutes for the Regular Board Meeting on May 17, 2022
3. Approve and accept the June 2022 Treasurer’s Report
4. Consider acknowledgement of the District Calendar and Task List
5. Consider acknowledgement of the District Administrator’s Status of Projects and Repairs Report
6. Consider acknowledgement of the District Administrator’s Response Activity Report
7. Consider acknowledgement of the District Administrator’s Personal Time Log
8. Approve and accept the June 2022 mail log
9. Approve and accept June 2022 Disbursements
10. Approve and accept HdL Sales Tax Report

**Motion by Commissioner Luddy to approve the consent agenda as stated. 2nd by Commissioner Debish.
Motion passed unanimously.**

D. REPORTS

1. Ryan Rosborough with Construction Update
*Construction Bid Documents will go out Wednesday, June 22.
Everything is moving according to schedule.
Hopefully, we will break ground on new construction in August.*
2. North Hays County Fire/Rescue (NHCFR)
*Total of 295 calls last month, 200 of which were rescue/EMS. Response time was 10.09.
Busiest Day was Sunday and busiest time was 2:00 PM.
Full report included in Pre-meeting packet*
3. San Marcos Hays County EMS (SMHC EMS)
Matt Weinberg reported on calls and response times. There were a record breaking 1500 total calls last month for Hays County. North Hays EMS had 229 calls with 117 transports. Slow response times are due to



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traffic. Improvements are being made in dispatch.

Pamela Reynolds reported that SMHC EMS has had several new hires which has resulted in increase in uniform prices and other expenses associated with increased personnel. And there has been a substantial increase in fuel prices.

4. District Administrator_

Credit Card – *We now have credit cards from Prosperity Bank. Account changeover is now complete.*

Facility Maintenance – *The generator developed a coolant leak at the pump housing. Waiting on part. Due for repair this week.*

New Facilities

- *District construction plans officially out for bid this week. Construction conference scheduled for June 29. Bids due back by July 20 at 2:00 pm*
- *Meeting weekly with Chief Collard on southeast facility located at 18161 FM 150. We plan to put together a cost estimate as well as request assistance from the Driftwood Golf Community*
- *Attempted to sell the cut Live oak firewood from RR12. No bids received. The wood can now be discarded.*

Training Classes

- *Coordinating with SMHC EMS on CPR classes and Stop the Bleed training. The first classes are planned for the fall and will be offered at 111 EMS Drive location to start.*

5. Emergency vehicle travel accommodation during future US290/TX71 interchange construction.

Update is included in packet.

E. COMMITTEE UPDATES

1. Community Outreach Committee (Dement & Luddy)

Nothing new to report.

2. Website/Facebook Committee (Debish &Luddy)

Nothing new to report,

3. Finance Committee (Debish & Dement)

Nothing new to report.

4. Budget & Long-Range Planning Committee (Lane & Debish)

Nothing new to report

5. Future property acquisitions and stations (Nelson & Lane)

Nothing new to report.

6. Public Information Officer (Nelson)

Nothing new to Report



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F. STANDING AGENDA ITEMS

Legal update. Input from and legal questions for John Carlton
Have not delivered SMHC EMS/North Hays EMS contract at this time

G. NEW BUSINESS

1. Discussion and possible approval of construction bid documents and scoring criteria for construction bid submittals for Stations 72, 73, and the District Office.

After discussion, the following action was taken

Motion by Commissioner Debish to approve the Issuance of Construction bid documents for Stations 72, 73, and District Office. 2nd by Commissioner Dement. Motion passed unanimously.

2. The scoring criteria of CSP Delivery of Stations 72, 73, and District office was then discussed. The criteria consisted of:
 - A. Relevant Experience and Reputation (10%)
 - B. Past Performance (20%)
 - C. Proposal Price and Other Terms (40%)
 - D. Reputation, Experience and Quality of Proposed Subcontractor Team (10%)
 - E. Project Management Ability (20%)

After discussion, the following action was taken:

Motion by Commissioner Debish to approve Scoring Criteria for CSP Delivery of Stations 72, 73, and District Office. 2nd by Commissioner Nelson. Motion passed unanimously.

3. Discussion was held on the adoption of tax and budget planning calendar for 2022. *After discussion it was decided that DA Fowler would make needed adjustments to the calendar.*
4. Discussion was held to consider action on resolution adopting prevailing wage rates.

After discussion, the following action was taken:

Motion by Commissioner Lane to adopt the wage rates based on Hays County ISD's existing wage rates to be incorporated into bid documents for construction of Stations 72, 73 and District Office pending approval of legal counsel. 2nd by Commissioner Dement. Motion passed unanimously.

ADJOURNMENT - 6:02 pm