



North Hays County Emergency Services District #1



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

Minutes – May 17, 2022 Regular Meeting

Approved June 21, 2022

Commissioners Present

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

Others Present

Assistant Chief Jim Swisher, SMHC EM
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

Commissioners Absent

None

A. CALL TO ORDER 5:15 PM

B. CITIZEN COMMUNICATION

None

C. CONSENT AGENDA

1. Approve and accept the minutes for the Regular Board Meeting on April 19, 2022
2. Approve and accept the May 2022 Treasurer’s Report
3. Consider acknowledgement of the District Calendar and Task List
4. Consider acknowledgement of the District Administrator’s Status of Projects and Repairs Report
5. Consider acknowledgement of the District Administrator’s Response Activity Report
6. Consider acknowledgement of the District Administrator’s Personal Time Log
7. Consider acknowledgement of Commissioner Status of Training
8. Approve and accept the May 2022 mail log
9. Approve and accept May 2022 Disbursements
10. Approve and accept HdL Sales Tax Report

Motion by Commissioner Luddy to approve the consent agenda as stated pulling C.9 for discussion. 2nd by Commissioner Nelson. Motion passed unanimously.

After discussion and noted correction on C.9, the following action was taken.

Motion by Commissioner Debish to approve C.9. 2nd by Commissioner Nelson. Motion passed unanimously.

D. REPORTS

1. Ryan Rosborough with Construction Update
 - a. *No changes to the current budget or schedule*
 - b. *Final bid documents and scoring criteria are planned for review and approval at the June 21 meeting.*
 - c. *The center turn lane for RR 12 station has not yet been resolved.*
2. North Hays County Fire/Rescue (NHCFR)
No report.

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3. San Marcos Hays County EMS (SMHC EMS)



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Matt Weinberg reported on calls and response times. There were 214 total calls in April with an average response time of 9:45. Jim Swisher reported that there has been an increase in Covid cases. Also, an increase in illegal drug related incidents. He also reported that the new mechanic for SMHC EMS has implemented a maintenance program for all units and is working well. Accountant Kayla Cochran gave a report on finances for the current period and year to date.

4. District Administrator_

Credit Card – *The application went to the Oak Hill Branch (internal process) and they wanted a motion with specific requirements which will be detailed in G.1 (New Business). I will generate a draft set of minutes for signature from the President and Secretary by Wednesday or Thursday. That set will be sent to Prosperity Bank along with a newly signed credit card application.*

Facility Maintenance

- *Several fluorescent lights failing in the front office. Replacement LEDs have been installed*

Generator – *Placed on site Friday, May 13. Bubba’s installed the propane tank yesterday. The unit will be tested and put in service on Thursday.*

Founders Day

- *Overall went very well. Since this was a first for both Bodie and I, we made a few notes for improvement next year.*
 - *We will request volunteers from the high school for community service hours to help with the Tiger suit, water distribution, and cold towel distribution. DSISD Counselor was contacted, and we now have the certificates required for student participation*
- *Over 1,200 bottles of water distributed*
- *500 Cold wet towels passed out*
- *Distributed 250 stethoscopes, and hundreds of other educational items for children*
- *Only a handful of District Information flyers went out to parents*
- *Need additional signage and messaging*

New Facilities

- *Meeting weekly with Chief Collard and staff regarding collaboration on new facilities. Currently looking at 18161 FM 150. This is a 4,000 square foot building that will need a renovation, similar to the rental site Medic 73 is currently inhabiting. The timeframe is not yet known. The Driftwood Golf*
- *development is planning a proposal for the ESD to consider for Medic 74. The development is considering creating a temporary station for Medic 74 until the ESD 6 site can be renovated and occupied*
- *Met with Heritage Oaks Homeowners Association Board regarding the temporary Future New Home banner on the front of the property. The board stated they had no authority over signage for our lot but saw what we had at 31331 RR12 and though there was no issue with that signage. Plan to install that banner in the next few weeks.*

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

Update is included in packet.

E. COMMITTEE UPDATES



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1. Community Outreach Committee (Dement & Luddy)

Nothing new to report.

2. Website/Facebook Committee (Debish & Luddy)

North Hays EMS has been added Next Door. There are current North Hays EMS postings on FB.

3. Finance Committee (Debish & Dement)

Closed out all Broadway accounts and all business is now at Prosperity Bank.

The Quarterly report has been signed and delivered

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

Nothing new to report

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

Discussions are taking place on the possibility of having joint stations with ESD 6. Discussions have been held with the Discovery Developers in Driftwood on possibility of land for a station in their development. All avenues for potential new stations are being explored.

6. Public Information Officer (Nelson)

Nothing New to Report

F. NEW BUSINESS

1. Discussion and possible action regarding district credit card access and spending limits

After discussion, the following action was taken

Motion by Commissioner Debish to implement the following:

- **The President (Dennis Lane), Treasurer (Darrell Debish), and District Administrator (Doug Fowler) shall be issued credit cards with limits and authority.**
President - \$10,000 limit with authority to order new cards, change limits, and contact customer service or the credit card department and obtain information about the credit card account. The President shall have authority to sign the credit card application.
- **Treasurer - \$10,000 limit with authority to order new cards, change limits, and contact customer service or the credit card department and obtain information about the credit card account. The Treasurer shall have authority to sign the credit card application.**
- **District Administrator - \$5,000 limit with authority to contact customer service or the credit card department and obtain information about the credit card account such as charges, payments, and balances.**
- **The District's Executive Assistant (Bodie Hudson) shall have the following access:**
District Executive Assistant shall have the authority to contact customer service or the credit card department and obtain information about the credit card account such as charges, payments, and balances.

2nd by Commissioner Lane. Motion passed unanimously.

G. ~~STANDING AGENDA ITEMS~~



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1. Legal update. Input from and legal questions for John Carlton

Nothing new to report.

ADJOURNMENT - 6:02 pm