



North Hays County Emergency Services District #1



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

MEETING MINUTES

Approved November 21, 2023

Commissioners Present

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

Others Present

District Administrator, Doug Fowler, NHC EMS
Chief David Smith, SMHC EMS
Assistant Chief Jim Swisher, SMHC EMS
Accountant Kayla Cochran, SMHC EMS
Assistant Chief Matt Weinberg, SMHC EMS
Ryan Rosborough, AGCM
Comptroller Pam Reynolds

Commissioners Absent

Treasurer Darrell Debish

A. MEETING CALLED TO ORDER – 5:00 pm

B. CITIZEN COMMUNICATION - None

C. CONSENT AGENDA

1. Approve and accept the minutes for the Regular Board Meeting on September 19, 2023
2. Approve and accept the October 2023 Treasurer's Report
3. Approve and accept the Quarterly (Jul-Sep) Investment Report
4. Consider acknowledgement of the District Calendar and Task List
5. Consider acknowledgement of the District Administrator's Response Activity Report
6. Annual review and approval of the District Financial Policy
7. Annual review and approval of the District Investment Policy
8. Annual review and approval of Williams Steinert Mask Engagement Letter (Annual Audit)
9. Approve and accept the October 2023 mail log
10. Approve and accept October 2023 Disbursements
11. Approve and accept HdL Sales Tax Report

Motion by Commissioner Dement to approve the Consent Agenda with acknowledgements. 2nd by Commissioner Nelson. Motion passed unanimously.

D. REPORTS

1. Construction Update
Ryan Reynolds reviewed the construction budget, change orders, and the construction schedule.
2. North Hays County Fire/Rescue (NHCFR)
Chief Collard reported the burn ban was off, renovation on joint station 69 has begun, response data, and new property acquisition in Headwaters.



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3. San Marcos Hays County EMS (SMHC EMS)

Chief Smith reported on a newly initiated policy review system and plans for a new facility starting with a feasibility study.

Chief Swisher reported new Captains had been promoted and moved into new assignments, the addition of a new BC in Kyle, a new patient tracking app, and Medic 75 back in service.

Chief Weinberg reported on response data.

4. District Administrator

DA Fowler discussed facility repairs, auction vehicle update, grants, the recent eclipse event, response data, and FY 2023 Budget closeout.

E. COMMITTEE UPDATES

1. Community Outreach Committee (Dement & Luddy)

Eclipse Glasses distribution.

2. Website/Facebook Committee (Debish & Luddy)

Discussed the success of the distribution of eclipse glasses.

3. Finance Committee (Debish & Dement)

Nothing to report.

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

Nothing to report.

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

Commissioner Lane discussed the potential for a property acquisition. It appears the size of the station footprint will fit within the property lines. More to come.

6. Public Information Officer (Nelson)

Nothing to report.

F. STANDING AGENDA ITEMS

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

Nothing to report.

G. NEW BUSINESS

1. Discussion and possible action on adjusting construction contract from \$10,850,131.00 to \$10,967,622.30 based on change orders 1A, 1B, 2, and 3.

After discussion the board took the following action:

Motion by Commissioner Dement to increase the station Contract from \$10,850,131.00 to \$10,967,622.30. 2nd by Commissioner Nelson. Motion passed unanimously.



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2. Discussion and possible action to purchase a manufactured home for station 69.
This item was tabled for future consideration.

At 5:59 pm the board convened into executive session.

At 6:28 pm the board came out of executive session and took the following action

Motion by Commissioner Nelson to post job description for the district administrator position on the ESD website as soon as practicable to continue until the next regular board meeting with the secretary of the board having the authority to modify the language of the job posting and length of time the posting will be on the ESD website based on input from legal counsel and secretary will be tasked with receiving and gathering applications.

Commissioner Luddy seconded the motion and it passed unanimously.

ADJOURNMENT – 6:29 PM