



North Hays County Emergency Services District #1



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

MEETING MINUTES November 21, 2023

Approved 12/19/2023

Commissioners Present

President Staci Dement
Vice President Dan O’Brien
Secretary Cristina Nelson
Treasurer Darrell Debish

Others Present

District Administrator, Bob Luddy, NHC EMS
Administrative Assistant, Bodie Hudson, NHC EMS
Chief Scott Collard, North Hays County Fire/Rescue
Accountant Kayla Cochran, SMHC EMS
Comptroller Pam Reynolds
Ryan Rosborough, AGCM
Assistant Chief Matt Weinberg, SMHC EMS
Brian Fruge, AG/CM

Commissioners Absent

None

Present Via Teleconference

Ryan Rosborough, AG/CM

A. MEETING CALLED TO ORDER – 5:00 pm

B. CITIZEN COMMUNICATION

Lions Club members, Marilyn Miller, Sharon Goss and Susan Warwick presented to North Hays County EMS a check in the amount of \$6000.00 for the purchase of Exercise Equipment to be used in new EMS Stations.

C. CONSENT AGENDA

1. Approve and accept the minutes for the Regular Board Meeting on October 17, 2023
2. Approve and accept the minutes for the Special Board Meeting on October 26, 2023
3. Approve and accept the November 2023 Treasurer’s Report
4. Consider acknowledgement of the District Calendar and Task List
5. Approve and accept the November 2023 mail log
6. Approve and accept November 2023 Disbursements
7. Approve and accept HdL Sales Tax Report

Motion by Commissioner Debish to approve the Consent Agenda as stated. 2nd by Commissioner Nelson. Motion passed unanimously.

D. REPORTS

1. Construction Update
New Change Orders will come out of the Contingency Budget. Total Project costs will remain the same. AG/CM is negotiating with RVK to come up with a fair price for additional engineering fees due to long process of obtaining permits.

Board went into executive session at 5:25

Board resumed regular session at 5:45



North Hays County Emergency Services District #1



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

After resuming regular session, the following action was taken:

Motion by Commissioner O'Brien to authorize AG/CM to negotiate with RVK regarding Additional Service Request 01 in an amount up to \$105,000.00. Seconded by Commissioner Debish. Motion passed Unanimously.

2. North Hays County Fire/Rescue (NHCFR)

Chief Collard reported that Station 62 located on FM 1826 is almost ready for move in. The pad is complete at Station 69 and electrical installation is in process. The burn ban remains off. There were 327 calls in October. Busiest days were Friday and Saturday, and busiest time was 12:00 noon. North Hays ESD 6 has purchased a lot in Heritage Oaks.

3. San Marcos Hays County EMS (SMHC EMS)

Matt Weinberg reported that the current academy of 6 will finish the 2nd week of December. A new IT intern was hired. There was a total of 256 calls in October. 135 of those calls were transports. Busiest time was 12:00 noon Wednesday and busiest days were Friday and Saturday

4. District Administrator

Discussion was held regarding a toll bill from Maryland for Ambulance that had been auctioned but still had the NHC ESD1 license plates on it. After discussion, it was decided to go ahead and pay the \$36.00 toll rather than go to the expense of disputing it.

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.



North Hays County Emergency Services District #1



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

F. STANDING AGENDA ITEMS

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

We were advised by Carlton that Commissioner Debish's and Commissioner Nelson's terms would expire at the end of December, and each would need to be reappointed by the County Commissioner's Court. Walt Smith's office was notified, and it was put on the December agenda.

G. NEW BUSINESS

1. Discussion and possible action regarding Board vacancies.

DA Luddy presented a replacement nominee to Walt Smith but has not received a response at this time.

2. Discussion and possible action regarding the vacated seat on the SMHC EMS Board of Directors.

After discussion, the following action was taken:

Motion made by Commissioner Debish to nominate Commissioner Dement for the position of Board Member for SMHC EMS. 2nd by Commissioner Nelson. Motion passed unanimously.

3. Discussion and possible action to purchase a manufactured home for station 69.

This item was tabled in order to get more estimates on set-up and connections.

4. Discussion and possible action for Prosperity bank accounts and TexPool accounts.

After discussion, the Board agreed to send new documents reflecting changes made in the North Hays ESD 1 personnel structure to Prosperity Bank and TexPool for account authorization and to remove former Board members and former District Administrator from all banking privileges.

5. Discussion of Lease Renewal for the property at 14121 West Hwy 290.

After discussion, the following action was taken:

Motion made by Commissioner Debish to provide timely notice to Tim Dove (Firehouse 11) to NOT Renew the lease at 14121 West Hwy 290. 2nd by Commissioner Nelson. Motion passed unanimously.

6. Discussion of purchasing a 40' Conex container or rental of storage unit for storage of appliances.

After discussion, the following action was taken:

Motion made by Commissioner Debish to authorize the District Administrator to spend no more than \$3000.00 to purchase Conex Container for storage. 2nd by Commissioner Nelson. Motion passed unanimously.

7. Discussion and possible action regarding additional shoreline for reserve ambulance at Station 71.

After discussion, the following action was taken:



North Hays County Emergency Services District #1



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

Motion made by Commissioner Debish to approve the DA to spend up to \$3300.00 to install a new shoreline for ambulance at Station 71. 2nd by Commissioner Nelson. Motion passed unanimously.

8. Discussion and possible action regarding adding an additional cell phone and line to the District mobile plan.

After discussion, the following action was taken:

Motion made by Commissioner O'Brien to approve the purchase of one additional cell phone at market price and add an additional line to the account. Additionally, a second new phone and line may be added up to \$250.00. 2nd by Commissioner Debish. Motion passed unanimously

Motion made by Commissioner O'Brien to add a mobile Hotspot to the District Administrators cell line. 2nd by Commissioner Nelson. Motion passed unanimously.

9. Discussion regarding redistributing committee assignments.

After discussion, the following changes were made to the committees.

1. *Community Outreach Committee- Commissioners Dement and Debish*
2. *Website/Facebook Committee- Commissioners Debish and Nelson*
3. *Finance Committee- Commissioners Debish and Dement*
4. *Budget and Long-Range Planning Committee- Commissioners Debish and Dement*
5. *Future property acquisitions and stations- Commissioners O'Brien and Nelson*
6. *Public Information Officer- Commissioner Nelson*
7. *EMS Service Delivery Model Committee- Commissioners O'Brien and Debish*

10. Discussion and possible action regarding appointment of alternate for the SMHC EMS union negotiations.

After discussion, the following action was taken:

Motion made by Commissioner Nelson to nominate DA Bob Luddy as alternate for the SMHC EMS union negotiations. 2nd by Commissioner O'Brien. Motion passed unanimously.

11. Discussion and possible action regarding appointment of representative to the Dripping Springs Emergency Management Commission.

After discussion, the following action was taken:

Motion by Commissioner Debish to appoint DA Bob Luddy as representative to the Dripping Springs Emergency Management Commission. 2nd by Commissioner Nelson. Motion passed unanimously.

12. Discussion and possible action regarding modification of QuickBooks access.

After discussion, the following action was taken:

Motion made by Commissioner Nelson to approve the modification of QuickBooks access to reflect



North Hays County Emergency Services District #1



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

changes in NHC ESD1 personnel. 2nd by Commissioner Debish. Motion passed unanimously.

13. Discussion of timeline for hiring second administrative assistant.

After discussion, the following action was taken:

Motion by Commissioner Debish to begin interview process for part time administrative assistant authorizing up to 20 hours per week and up to \$20.00 per hour. 2nd by Commissioner Nelson. Motion passed unanimously.

With no further business, the following action was taken:

**Motion by Commissioner O'Brien to adjourn the meeting. 2nd by Commissioner Nelson.
Motion passed unanimously.**

ADJOURNMENT – 7:21 PM