



# North Hays County Emergency Services District #1



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

## MEETING MINUTES January 16, 2024

### Commissioners Present

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

### Others Present

District Administrator, Bob Luddy, NHCEMS  
Captain JT Payne  
Accountant Kayla Cochran, SMHCEMS  
Fire Chief Horseshoe Bay Doug Fowler  
Chief David Smith, SMHCEMS  
Assistant Chief Jim Swisher, SMHCEMS  
Assistant Chief Matt Weinberg, SMHCEMS  
Executive Assistant Bodie Hudson, NHCEMS  
Executive Assistant Christine Lowrance, NHCEMS

### Commissioners Absent

None

### Present Via Teleconference

None

**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 December 19, 2023
2. Approve and accept the December 2023 Treasurer’s Report
3. Consider acknowledgement of the District Calendar and Task List
4. Approve and accept the January 2024 mail log
5. Approve and accept January 2024 Disbursements
6. Approve and accept HdL Sales Tax Report
7. Approve and accept Quarterly Investment Report
8. Consider Acknowledgement of the District Administrators Response Activity Report

**Motion by Commissioner Debish to approve the Consent Agenda 1-5, & 8. 2<sup>nd</sup> by Commissioner O’Brien.  
Motion passed unanimously.**

*After discussion regarding C.6, the following action was taken:*

**Motion by Commissioner O’Brien to approve the Consent Agenda item 6. 2<sup>nd</sup> by Commissioner Debish.  
Motion passed unanimously.**

*Discussion held regarding investment returns and looking in to options to potentially increase the returns amount. Commissioner Debish to talk to Carlton law firm regarding the options available. After discussion regarding C.7, the following action was taken:*

**Motion by Commissioner O’Brien to approve the Consent Agenda item 7. 2<sup>nd</sup> by Commissioner Nelson.  
Motion passed unanimously.**



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## D. REPORTS

1. Construction Update  
*See item D.5*
2. North Hays County Fire/Rescue (NHCFR)  
*DA Bob Luddy reported on their behalf, stating they were continuing their construction activities, they onboarded new hires at the start of the year and the call activity peak time of day mirrored EMS from 1-4p and their peak day was Friday. Total calls reported for the month of December were 305 calls with 221 being medical. See Report for additional information.*
3. San Marcos Hays County EMS (SMHC EMS)  
*Chief Smith reported they hired Touchstone to assist with the upcoming cap election, and the upcoming budget meeting next month. Chief Swisher reported that Station 69 had frozen pipes and needed skirting as well as insulation. Overall, the station needs updating to withstand severe weather. The reserve unit is located at the present time at Station 71. There were 249 total calls for the month of December. See Report for additional information.*
4. Contract Negotiations Update  
*Nothing new to report.*
5. District Administrator  
*Bob Luddy reported there was a shipping container was delivered to HQ to facilitate the move out of the Firehouse Eleven location by the end of February. New refrigerator delivered to Station 71 to accommodate for the failure of both refrigerators previously at 71. Cardiac monitor was sent for repair with the new company, Remi, however the turnaround time with the company's repair is unacceptable and DA suggested we return to previous company when the current contract expires if not before. Lyons Club grant was received and will be put towards workout equipment for medics. There is also an application to VFIS for a \$5,000 grant to also be applied to Health and Wellness. Lyons Club will also be donating Vial of Life materials as handouts which result in no cost to EMS. Planning continues for Solar Eclipse, will be adding event information to the EMS website and we are stocked with 3000 eclipse glasses available for the community.*

## E. COMMITTEE UPDATES

1. Community Outreach Committee (Debish & Dement)  
*Nothing new to report.*
2. Website/Facebook Committee (Debish & Nelson)  
*Nothing new to report.*
3. Finance Committee (Debish & Dement)  
*Nothing new to report.*
4. Budget & Long-Range Planning Committee (Debish & Dement)  
*Nothing new to report.*
5. ~~Future property acquisitions and stations (Nelson & O'Brien)~~



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*Commissioner O'Brien reported that they have identified a property west of Dripping Springs located at 200 Martin Rd and 290 that would be a feasible location for a future station and then opened the floor for discussion. Assistant Chief Weinberg shared his input regarding the danger of the left turn out of the location in toward Dripping Springs. There was further discussion around the timeline of the station build not happening in the immediate future, but later when the development of Dripping Springs increased on the west side of town and purchasing the land at the later date would not be prudent.*

*The board went into executive session at 6:05p for the purpose of deliberating real property pursuant to Section 551.072 of the Government Code. The board came out of executive session at 6:31p and reconvened in open session. No action was taken during executive session.*

**Motion by Commissioner Debish for the board to authorize Carlton's law firm to draft a contract for the purpose of making an offer on the land at 200 Martin Rd with the following terms: a purchase price of \$875,000; with an earnest money amount of \$10,000; with 60 day feasibility period; not to exceed \$35,000 in costs associated with paying any engineer, architect, title research, and other necessary professionals for their study of the property within the 60 day time period; and to authorize Commissioner Dement to sign on behalf of the board for the duration of the purchase process. 2<sup>nd</sup> by Commissioner O'Brien. Motion passed unanimously.**

6. Public Information Officer (Nelson)  
*Nothing new to report*
7. EMS Service Delivery Model Committee (Debish & O'Brien)  
*Nothing new to report.*

## **F. STANDING AGENDA ITEMS**

1. Legal update. Input from and legal questions for John Carlton  
*Nothing new to report.*

## **G. NEW BUSINESS**

1. Board Presentation of plaques to former employees  
*The board thanked them for their efforts and took a photograph together.*
2. Administration of Oaths of Office for Commissioners Debish, Dement and Nelson  
*DA Bob Luddy swore into office Commissioners Debish, Dement and Nelson.*
3. Discussion and possible action regarding election of officers  
**Motion by Commissioner Nelson to make zero changes to the board. 2<sup>nd</sup> by Commissioner O'Brien. Motion passed unanimously.**



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4. Discuss and consider action regarding obtaining or renewing Treasurer's bond  
*DA Luddy opted to table the discussion to next month to obtain more information.*
5. Update resolutions regarding Disbursements and Signature Authorization  
*Discussion revealed that we are waiting for Carlton's law firm to craft and deliver the resolution, so action was tabled for the February meeting.*
6. Review training requirements and compliance status for each commissioner  
*Training schedule and requirements were reviewed.*
7. Publish notice of address of administrative office location  
*DA's office completed this in December. Address was include in the January issue of the Dripping Springs newspaper.*
8. Discussion and possible action regarding Designation of Local Government Records Management Officer.  
**Motion by Commissioner O'Brien to redesignate Commissioner Nelson as Records Management Officer. 2<sup>nd</sup> by Commissioner Debish. Motion passed unanimously.**
9. Discussion and possible action regarding Board Vacancies  
*Nothing to report.*
10. Discussion and possible action regarding estimate from SOMA for station grand openings.  
**Motion by Commissioner Nelson to approve a total budget of \$20,000 for the purpose of events at the new stations ribbon cutting/open houses. 2<sup>nd</sup> by Commissioner Debish. Motion passed unanimously.**
11. Discussion and possible action regarding discussion of tax data with library district  
*Discussion around whether speaking with the library district breeches contract with HDL.*  
**Motion by Commissioner O'Brien that either Commissioner Debish or himself enter an ILA with local taxing authorities for the purpose of maximizing our sales ta recovery. 2<sup>nd</sup> by Commissioner Debish. Motion passed unanimously.**

With no further business, the following action was taken:

**Motion by Commissioner Debish to adjourn the meeting. 2<sup>nd</sup> by Commissioner Nelson.  
Motion passed unanimously.**

**ADJOURNMENT – 7:10 PM**