

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
January 9, 2023 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session January 9, 2023 at the Bracken Volunteer Fire Department (BVFD) Central Station located at 23600 FM 3009, San Antonio, Texas 78266.

Agenda Item #1. Call to order and establish quorum and pledges to the flags.

Commissioner Coley called the meeting to order at 6:00 P.M. Commissioners Maschek, Solomon and Brown were present. Commissioner Smith was absent. BVFD Board member Skip Coulter, BVFD Fire Chief Donald Zipp and Schertz EMS Director Jason Mabbitt were also present. ESD 3 President Don Wagner and ESD 2 President Don Crossan along with Chief Robert Mikel and Division Chief of EMS Chris Clapper were also present to provide a one-year After-Action Review of the ILA for the FM 46 Corridor.

Agenda Item #2. Receive Public Comment on topics not posted on the meeting agenda. 3-minute limit per citizen.

No public comment.

Agenda Item #3. Election of ESD No. 6 Officer positions for 2023.

Commissioner Solomon made a motion that the 2023 ESD No 6 Officer positions remain the same as they were at the end of December 2022. President: Herb Coley, Vice President: Jim Solomon, Treasurer: Kachina Smith, Assistant Treasurer: Walter Brown and Secretary: Randy Maschek. Commissioner Brown seconded the motion. The motion passed unanimously.

Agenda Item #4. Receive an After-Action Review by ESD No. 2 & 3 on the ILA with ESD No. 6 and conduct an informal dialog about our experiences with the first year's operation of the ILA addressing the questions ESD No. 6 has categorized as general, workload, customer satisfaction, and financial.

Fire Chief Robert Mikel asked the Board if he could go down the list of questions that the ESD No. 6 Board had submitted for discussion. The ESD 6 Board concurred. Questions with answers are below.

General:

1. What went well with the agreement? ESD 3 developed a close working relationship with BVFD and have more resources available for fighting fires in the districts.
2. What challenges arose from the agreement? There were no challenges that were brought to Chief Mikel's attention.
3. Moving forward, what changes need to be made? What more do you need from ESD No 6, BVFD, or Schertz EMS? Chief Mikel was not aware of any changes that need to be made.

4. How did this agreement benefit the citizens in the affected area? Short response times and quality medical care along with increased resources for larger fires.
5. How did this agreement benefit your organization? For ESD 3 it allowed additional staffing of 3 personnel at Station 56 on Cranes Mill Rd and this brought staffing up to 4 personnel and the ability to send an Engine and EMS vehicle for responses.
6. How did this agreement benefit our collective ESD teams? Developed closer working relationships like when working the CAD and radio systems.

Workload:

1. How many fire and medical runs? There was a total of 76 calls for EMS and Fire.
2. How many of those runs were for Copper Ridge? There were 34 EMS and 16 Fire calls for Copper Ridge
3. What was average response time for fire, for EMS? Average response time for both fire and EMS was 9.17 minutes
4. What was the longest response time for fire, for EMS? 16.8 minutes for fire. This was a brush fire near the very back corner of Copper Ridge and New Braunfels and was difficult to get to the location. Shortest was 2.15 minutes off Herbelin Road near Fire Station 56 Cranes Mill Rd.
5. Were there any accidents/incidents associated with fire or medical runs? No accidents or incidents with fire or medical runs.

Customer satisfaction:

1. Were there any complaints from supported citizens? If so, what was the nature of the complaints? There were no complaints.
2. Were there any compliments? If so, what was the nature of the compliments? There was a compliment from an 11-year-old boy who had sustained multiple life-threatening injuries from a motor vehicle accident. He had inter-cranial bleeding, pelvic, mandibular, orbital, and left humerus fractures and a liver and spleen laceration and was transported to University Hospital by ground ambulance. Air evacuation was not readily available. The young man returned to Station 56 to thank his medical crew for saving his life.

Financial:

1. Are ESD No 6 residents serviced by the ILA billed for EMS runs? If so, how is the charge calculated? Individual insurances are billed for the service but they are not balance billed. Only what the insurance pays is what is collected.
2. What did the operation of the ILA cost ESD 2? ESD 3? The ILA cost paid for three full time equivalents which brought staffing up to 4 personnel. There is no specific breakdown that Chief Mikel could provide.

Noted in discussion from ESD 2, 3 and 6 was the fact that speed bumps in Copper Ridge tend to slow response times for fire and EMS.

Agenda Item #5. Approval of the draft minutes of the December 12, 2022 regular meeting.

Motion to approve the minutes of the December 12, 2022 regular meeting as written was made by Commissioner Solomon and seconded by Commissioner Brown. The motion passed unanimously.

Agenda Item #6. Receive and take action on the Treasurer's report.

Commissioner Brown provided a copy of the treasurer's report to each commissioner. As of December 31, 2022, the cash balance in bank accounts was \$1,842,430.31. Motion to accept the treasurer's report was made by Commissioner Solomon and seconded by Commissioner Coley. The motion passed unanimously.

Agenda Item #7. Take action on the Treasurer's recommended monthly movement of funds from the General Money Market to the two Reserve Accounts.

Commissioner Solomon moved that 1/12th of the annual total budgeted amount per reserve account be transferred from the General Money Market Account to the reserve accounts. Commissioner Coley seconded the motion. The motion passed unanimously.

Agenda Item #8. Take action on outstanding bills owed by ESD No. 6 District.

Commissioner Maschek reported that there was one bill for approval by the District. There was an invoice from VFIS of Texas for \$396.00 for Renewal of Public Official Bond for Kachina Smith. Commissioner Maschek made a motion to pay the outstanding bill to VFIS and Commissioner Brown seconded the motion. The motion passed unanimously.

Agenda Item #9. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief Zipp reported that the water softener was installed and functional at the Waechter Substation. The new Ford 4X4 BVFD pickup truck is due in the end of January 2023. There are currently three vacancies to be filled. Equipment and vehicle maintenance is ongoing.

Agenda Item #10. Receive a report on the recent activities of the Schertz EMS.

Schertz EMS Director Jason Mabbitt reported that Schertz EMS has seen call volume grow to 1200 plus calls per month. To keep personnel and increase moral Schertz EMS is going to 8-hour shifts. Currently, there are two paramedic slots that they are looking to fill.

Agenda Item #11. Receive a Bracken Volunteer Fire Department Board update.

Chaplain Skip Coulter reported that he had nothing to report from the BVFD Board.

Agenda Item #12. Review, discussion and possible action on the annual report due to Comal County Commissioners' Court on or before 26 January 2023.

The Board discussed the Draft annual report. Commissioner Solomon, schedule permitting, is planning on presenting the report on January 26, 2023.

Agenda Item #13. Discussion and possible action on having a "shape file" produced to update maps and other documents related to Comal County Emergency Services District No. 6 Territorial Boundaries in accordance with Texas Election Code Section 42.0615.

Commissioner Maschek informed the Board that he had contacted Urban Engineering in New Braunfels and they quoted a price of \$3000.00 to produce a shape file for ESD No. 6. Cynthia Jaqua, Election Coordinator, via email said that a current shape file would be greatly appreciated. Commissioner Maschek made a motion that the Board grant him permission to engage with Urban Engineering to produce an ESD No. 6 shape file for an amount not to exceed \$3000.00. Commissioner Solomon seconded the motion and the motion passed unanimously.


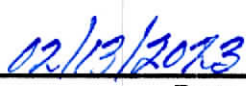
Agenda Item #14. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be February 13, 2023 at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.78266

Agenda Item #16. Adjourn

Commissioner Coley adjourned the meeting at 6:45 P.M.

Commissioner Randall P. Maschek, Secretary, ESD No. 6

Signature Date