

**HAYS COUNTY EMERGENCY SERVICES DISTRICT No. 3**

**REGULAR BOARD MEETING MINUTES**

**June 26, 2014**

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1. **Call To Order:** Meeting held at 1401 W. San Antonio Street, San Marcos TX, called to order at 4:05 p.m. by Leighton Stallones.

**Board Members Present.** Present were Leighton Stallones, Sharon O'Brien, Lea Ann Kenworthy, Doyle Krumrey and Bob Schneider. Also present were Chief Smith, Assistant Chief Dustin Bednorz, Mark Thornton, Kelly Kemp, Scott Morrison.

2. **Pledge to the American and Texas Flags**

3. **Acknowledge April Birthdays**

CONSENT ITEMS

4. **Board Meeting Minutes:** Regular Meeting May 20, 2014 and Special Meetings on June 2 and June 17, 2014. Doyle moved to accept the consent agenda items. Leighton seconded; all in favor; motion passed.

ACTION ITEMS

5. **Construction Meeting Report and discussion:** Leighton reported progress was a bit ahead of target, PEC hasn't yet removed poles, going to require a retaining wall as they are digging Austin chalk, not hard rock.
6. **Report on Asbestos issue and DSHS communications:** Leighton reported DSHS contacted him via email that they were starting an investigation due to a complaint on June 9<sup>th</sup>. The complaint was the demolition was being handled improperly due to alleged asbestos in the house. Leighton contacted Brandon and sent him the two asbestos reports we had, the first indicating asbestos and the second showing none at all. Brandon contacted DSHS and learned they had visited the site before demolition. DSHS cleared the investigation after reviewing the two reports and gave clearance to dismantle the property.
7. **Treasurer's Report:** Sharon reported we have \$1.1 million in cash accounts; \$294 thousand is reserved as collateral; \$507 thousand in building account, including \$50 thousand from the required first draw on loan. Sharon thanked the board for controlling expenses and reviewed the May financial report. Sharon also gave a report on TFA financials. Sharon then gave a report on the construction budget, expenses to date, and addition required funds. Sharon reported on the possibility for the remote bay, expected to cost \$357 thousand, based on expected income and anticipated expenses. Doyle moved to accept the report. Lea Ann seconded; Leighton, Doyle, Lea Ann, Bob in favor; Sharon abstained; motion passed.

8. **Chief's Report:**

- Alarm Data:
  - SHFD- 116 YTD 412
  - SMART- 1

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- Situation Report:
  - Burn Ban: Off
    - KBDI Average 271 +102.23%
  - Co-Located Dispatch Center Update
  - Hays FireNet (consolidated IT between ESD's)
  - CAECCD Advisory Report
- Officers Corps:
  - Chief Dustin Bednorz
- Apparatus:
  - PM's complete
  - Engine 11 repairs completed
- Stations:
  - Station 11
  - Station 12
  - Station 13
- Membership – Fire
  - Members = Admin-18 / SMART-12 / Suppression 59 Total-89
  - New members = 0
  - Applications in process = 0
  - Applications rejected = 0
  - Training
    - 534.0 Hours
    - 2014 total = 1403.5
    - 2013 total = 11,748.5 hours
    - 2012 total = 11,002.2 hours
  - New Certifications
    - None reported
  - TFA
    - Report by Kelly
  - Grants
    - 11 Attending Municipal School TEEEX
  - Injuries
    - Last injury 1/7/14, Asthma attack

**9. Texas Fire Academy Report:**

- FIRE
  - Basic Structural Fire Academy
    - 20 registered (should have 27-28 by end of registration)
  - Advanced Fire Classes
    - Driver Operator 143 set to begin July 19.
    - Driver Operator 144 set to begin October 11.
    - Fire Inspector class 141 started May 31. 8 total students attending. 1 SHFD member.
    - Fire Instructor I & II class 142 set to begin June 28. 12 students attending. 1 SHFD member. 6 Canyon Lake.
    - Fire Officer I&II class 142 set to begin August 23.
    - Fire Instructor I&II class 143 set to begin August 23.
- EMS
  - EMT Basic
    - EMT 142 is our first blended course that will begin June 30. Will be a small class to beta test. 2 SHFD members.

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- EMT 143 is set to begin August 12. The class is full at 28 and I have started a waiting list. Final registration will be Aug 4-8.
  - Contract with San Marcos High School has accepted and signed. We continue to be in contact with TDSHS to assure that our plans meet with their approval. If all goes as planned, we will start at the beginning of the fall school year. The program will be two semesters in length. This is twice as long as our regular program and will allow more time for the students to learn the modules and have adequate time to go on clinicals.
- Marketing
    - We have obtained a booth at the TEEEX annual fire school to market our programs. This is the first year we have done this.

10. **South Hays Firefighter Association Report:** Tabled

11. **Ground Breaking Ceremony and Press Release:** Chief offered a proposed press release and invitation for the groundbreaking on July 11, 2014, 9:30 to 10:30 a.m.

12. **Payroll Clearing Account:** Doyle made a motion that HCESD3 open a payroll clearing account. Sharon seconded; Leighton, Doyle, Sharon and Bob in favor; Lea Ann abstained; motion passed.

13. **New Senior Firefighter position and Organizational Chart update:** Chief discussed a request from the officer corps to create a new volunteer firefighter position and discussed the need and intended duties. Doyle made a motion to create a new position, Senior Firefighter, and to update the Organizational Chart. Lea Ann seconded; all in favor; motion passed.

14. **Appropriate use of legal counsel:** Bob and Leighton discussed recent legal charges. Leighton moved that two board members provide approval via email to seek legal counsel. Doyle seconded; all in favor; motion passed.

15. **Accounting services pricing:** Bob led a brief discussion concerning the cost of accounting services as compared to other similar organizations and departments for informational purposes. Tabled

16. **Purchase Orders:** Tabled, none to consider.

17. **Citizen Communications:** No citizen comments.

18. **Schedule Next Regular Meeting:** Meeting to be held at 1401 W. San Antonio St., San Marcos TX. The next Regular Meeting was scheduled for July 17, 2014, at 4:00 p.m. The meeting was later changed to August 5, 2014, at 4:00 p.m.

19. **Adjourn:** At 6:45 p.m. Doyle moved to adjourn the meeting. Lea Ann seconded; all in favor; meeting adjourned.

Prepared By:  
Mark Thornton, Office Manager