



North Hays County Emergency Services District #1

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



NOTICE OF PUBLIC MEETING

Commissioners Present

President Staci Dement
Secretary Cristina Nelson
Treasurer Darrell Debish
Vice President Dan O'Brien
Assistant Treasurer Grant Tait

Others Present

District Administrator, Bob Luddy, NHCEMS
Accountant Kayla Cochran, SMHCEMS
Accountant Pam Reynolds, SMHCEMS
Jermain Wilson, AG/CM
Chief Jim Swisher, SMHCEMS
Chief David Smith, SMHCEMS
Chief Scott Collard, NHCFR
Executive Assistant Christine Lowrance, NHCEMS

Commissioners Absent

None

Present Via Teleconference

None

A. MEETING CALLED TO ORDER - 5:01p

B. CITIZEN COMMUNICATION

None

C. CONSENT AGENDA

All items listed under the Consent Agenda are considered routine by the Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Commissioner, in which event, the item will be removed from the consent agenda and considered separately.

1. Approve and accept the minutes for the Regular Board Meeting on April 16, 2024
2. Approve and accept the minutes for the Special Board Meeting on April 09, 2024
3. Approve and accept the May 2024 mail log.
4. Approve and accept the May 2024 Treasurer's Report
5. Approve and accept May 2024 Disbursements
6. Approve and accept HdL Sales Tax Report
7. Consider acknowledgement of the District Calendar and Task List
8. Consider acknowledgement of the District Administrators Response Activity Report

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

D. REPORTS

1. Construction Update
Jermain Wilson reported that our projects are still on budget and on schedule and are looking at a turnover date of July 10, 2024.
2. North Hays County Fire/Rescue (NHCFR)
Chief Scott Collard reported they closed on the Headwaters property, received a grant from LCRA, they completed 1200 hours of training, and all of their trucks are in service. They ran 295 calls last month with a



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peak time of 6pm, a peak day of Monday and an average response time of 9 minutes.

3. San Marcos Hays County EMS (SMHC EMS)

Chief David Smith reported that the draft budget is out, the district's financials look good, and collections are in line with where they normally are. He also reported that IT systems are ready for installation at the new stations and Spectrum has run fiber to Station 71, the new 74 and 75. Chief Jim Swisher reported that the presidential debate has been put on hold, so they are no longer preparing for that. Recent storms have affected a few command vehicles in the fleet, and multiple ESD 1 units have been rotated through for various repairs. Founder's Day was a success, and things seem to be running smoothly currently. Pam mentioned that financials are on target, and she is still working on closing out April.

4. Contract negotiations update

Nothing new to report.

5. District Administrator

Bob Luddy reviewed the activities of the month prior including station maintenance and public engagement. He updated the board on the purchase of a new chassis for the ambulance and mentioned that we are 16-17 months away from receiving that ambulance and putting it in service.

E. COMMITTEE UPDATES

1. Community Outreach Committee (Debish & Dement)

Commissioner Debish reported that Founder's Day was a success and community outreach events have increased in volume.

2. Website/Social Media Committee (Debish & Nelson)

Nothing new to report.

3. Finance Committee (Debish & Dement)

Nothing new to report.

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

Commissioner Debish reported that June 18th is the date for the special budget meeting. He also presented rough numbers for the projected budget status for FY 2025 for the board to review.

5. Future property acquisitions and stations (Nelson & O'Brien)

a. Discussion and possible action regarding property at 200 Martin Rd.

The board went into executive session at 6:25pm for the purpose of deliberating the contract to purchase future property pursuant to Section 551.072 of the Government Code. The board came out of executive session at 6:50pm and reconvened in open session. No action was taken during executive session.

After discussion the following action was taken:

Motion by Commissioner O'Brien to present amended contract at 200 Martin Rd at \$5,000 less than the current contract price with total cost not to exceed \$900,000 including any costs at closing and if the amendment is rejected to tender a notice of termination of contract within the feasibility period. 2nd by Commissioner Nelson. Motion



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passed unanimously.

Motion by Commissioner O'Brien to authorize board members to attend closing and execute documents in any combination of board members that is legally sufficient. 2nd by Commissioner Nelson. Motion passed unanimously.

- b. Discussion of property at Driftwood Golf Country Club

Commissioner Debish decided to pass on the communications surrounding the acquisition of property at the Driftwood Golf Club to the acquisitions committee so they can finalize an agreement. The Driftwood Golf Club said they would like to see a built structure within 30 months of the present time.

6. Public Information Officer (Nelson)

Nothing new to report.

7. EMS Service Delivery Model Committee (Debish & O'Brien)

Nothing new to report. After further discussion, the board encouraged DA Luddy to explore alternative service delivery models.

F. STANDING AGENDA ITEMS

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

Nothing new to report.

G. NEW BUSINESS

1. Discussion and possible action regarding SMHCEMS Board of Directors ESD1 Citizen Representative.

No candidate has been identified; topic was tabled until next month.

2. Discussion and possible action regarding election of Board officers.

DA Bob Luddy reported that the position of Assistant Treasurer is vacant. After discussion, the following action was taken:

Motion by Commissioner O'Brien to appoint Commissioner Grant Tait to the vacant position. 2nd by Commissioner Debish. Motion passed unanimously.

3. Discussion and possible action regarding board committee assignments.

After discussion, the following action was taken:

Motion by Commissioner Debish to adjust the Website/ Social Media Committee by adding Commissioner Tait and removing Commissioner Nelson; to adjust the Finance Committee by adding Commissioner Tait and removing Commissioner Dement; and to adjust the EMS Service Delivery Committee by adding Commissioner Tait and removing Commissioner O'Brien. 2nd by Commissioner O'Brien. Motion passed unanimously.

4. Discussion and possible action regarding adoption of new policy for use of District facilities.

DA Bob Luddy presented the final draft to the Board. After discussion, the following action was taken:



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Motion by Commissioner O'Brien to approve the Policy for Use of District Facilities as written. 2nd by Commissioner Debish. Motion passed unanimously.

5. Discussion and possible action regarding adoption of new policy for employee code of conduct.
DA Bob Luddy reported that this policy was not yet returned by the legal team after review, so the topic was tabled until next month.
6. Discussion and possible action regarding adding signage to station construction projects.
After discussion, Commissioner Nelson suggested that the district not use RVK and to go with a third party for the design and construction of the monument signs for the stations. The rest of the Board agreed with the suggestion and requested DA Luddy to present additional quotes for review.
7. Discussion and possible action regarding adding plaques to station construction projects.
After discussion, the Board agreed to move forward without the expense or production of dedication plaques for the new stations.
8. Discussion and possible action regarding contracting with Touchstone services.
After discussion, the topic was tabled for discussion at the next meeting.
9. Discussion and possible action regarding SMHCEMS service contract.
DA Bob Luddy reported that after reviewing the current contract with SMHCEMS, that he identified 22 areas where the service provider was no longer in compliance. Given the volume of deficiencies, he thought it best to bring awareness to the Board before addressing with SMHCEMS directly. After discussion, the Board urged Luddy to draft a response of deficiencies to Chief Smith and begin remedying and updating the contract terms.
10. Discussion and possible action regarding review Resolution Regarding Public Participation at Open Meetings and make changes as appropriate.
After discussion, the following action was taken:

Motion by Commissioner O'Brien to reaffirm the current policy. 2nd by Commissioner Debish. Motion passed unanimously.

ADJOURNMENT

Motion by Commissioner Nelson to adjourn the meeting. 2nd by Commissioner Tait.

Motion passed unanimously.

ADJOURNMENT – 7:40 PM