



# North Hays County Emergency Services District #1

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



## NOTICE OF PUBLIC MEETING

### July 16, 2024 Regular Meeting

#### Commissioners Present

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

#### Others Present

District Administrator, Bob Luddy, NHCEMS  
Accountant Kayla Cochran, SMHCEMS  
Accountant Pam Reynolds, SMHCEMS  
Jermaine Wilson, AG/CM  
Maricela Zapata, AG/CM  
Chief Scott Collard, NHCFR  
Executive Assistant Christine Lowrance, NHCEMS  
Attorney John Carlton, Carlton Law Firm  
Michael Willett, Touchstone Services  
Justin Waggoner, Touchstone Services

#### Commissioners Absent

Assistant Treasurer Grant Tait

#### Present Via Teleconference

None

#### **A. MEETING CALLED TO ORDER – 5:15p**

#### **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 Special Board Meeting on June 18, 2024
2. Approve and accept the minutes for the Regular Board Meeting on June 18, 2024
3. Approve and accept the minutes for the Special Board Meeting on June 29, 2024
4. Approve and accept the July 2024 mail log
5. Approve and accept the July 2024 Treasurer's Report
6. Approve and accept July 2024 Disbursements
7. Approve and accept HdL Sales Tax Report
8. Approve and accept the Q3 Quarterly Investment Report
9. Consider acknowledgement of the District Calendar and Task List
10. Consider acknowledgement of the District Administrators Response Activity Report

Commissioner O'Brien requested that items 1-3 be removed from the Consent Agenda to be revised.

**Motion by Commissioner O'Brien to accept the consent agenda as revised. 2<sup>nd</sup> by Commissioner Debish.  
Motion passed unanimously.**

**Motion by Commissioner O'Brien to approve items C.1-C.3 as amended. 2<sup>nd</sup> by Commissioner Nelson.  
Motion passed unanimously.** Discussion of the amendments regarded appropriately titling the minutes.



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## B. REPORTS

### 1. Construction Update

Jermaine Wilson reported that punch re-walks were being scheduled for the upcoming week. Civil and landscape architects are also slotted to do their punch walks that week. There is an ongoing water meter issue with WTCPUA for the Heritage Oaks station. Luddy updated the board on steps to help that process along. No action was taken.

### 2. North Hays County Fire/Rescue (NHCFR)

Chief Collard reported that NHCFR has a special meeting set on 7/31 to adopt their budget. They are proceeding with normal projections. They just completed their pay scale evaluation and revamp. There was one reportable injury to an employee last month. He also reported that they are almost fully staffed and if their budget is approved as is written, they will be able to hire 6 more firefighters in FY25. Last month they recorded 273 calls, 63% of those were medical related calls with a peak call time of 12p on Sunday. All of their apparatus are in service at this time. Chief Collard also mentioned that the western counties are starting to see an uptick in wild fires.

### 3. San Marcos Hays County EMS (SMHC EMS)

Pam Reynolds reported in Chief Smith and Chief Swisher's absence. For June, ESD1 recorded 205 incidents with 218 responses. Breaking down the call volume by truck, Med71 had 60 calls, Med74 had 93 calls, Med69 had 28 calls and Med75 had 35 calls. Other reports were that IT installation at the new stations is now complete and the summary of the P&L at YTD numbers show no anomalies.

The board went into executive session at 5:35pm for the purpose of deliberating personnel matters and consult with legal counsel pursuant to Section 551.072 and 551.074 of the Government Code. The board came out of executive session at 6:39pm and reconvened in open session. No action was taken during executive session.

### 4. Contract negotiations update

*Nothing to report*

### 5. District Administrator

DA Luddy reported on facilities updates and maintenance, as well as the new Chassis in our possession. The LCRA grant cycle is open and he will be applying to help offset the cost of the LP's and Lucas devices that will need to be purchased soon. He mentioned all of the upcoming public outreach events and notified everyone present of the scheduled open house for station 75 to happen on September 7. No action was taken.

## C. COMMITTEE UPDATES

### 1. Community Outreach Committee (Debish & Dement)

LCRA will be filming our medics and staff for a demonstration of the Lucas device in August.

### 2. Website/Social Media Committee (Debish & Tait)

We will post the LCRA recording on the social platforms and website when we have it in hand.



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3. Finance Committee (Debish & Tait)  
FY25 Budget and Long-Range Planning budget were both approved in the special meeting on July 16.
4. Budget & Long-Range Planning Committee (Debish & Dement)  
Nothing reported.
5. Future property acquisitions and stations (Nelson & O'Brien)  
Commissioner O'Brien updated the board on his conversation with Tommy at Driftwood Golf Club about the future development of a station on property shared with them. No action was taken.
6. Public Information Officer (Nelson)  
Nothing to report.
7. EMS Service Delivery Model Committee (Debish & Tait)  
DA Luddy reported the DSHS license checklist was extensive and there were many items that could not be acted upon without a medical director in place. No action was taken.

## D. STANDING AGENDA ITEMS

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

## E. NEW BUSINESS

1. Discussion and possible action regarding SMHCEMS Board of Directors District Citizen Representative.  
*No one identified, nothing to report.*
2. Discussion and possible action regarding contracting with Touchstone services.
  - a. Media Consultant
  - b. Tax rate increase

Michael Willett with Touchstone Services spoke on why Touchstone should be used if the ESD were to need to raise the tax rate. He also mentioned that pricing would be consistent with the last time their services were contracted by the ESD with a few minimal updates. After discussion, the following action was taken:

**Motion by Commissioner Debish to engage Touchstone services for media relations as proposed. 2<sup>nd</sup> by Commissioner Nelson. Motion passed unanimously.**

3. Discussion and possible action regarding current contract with REMI Group.  
After discussion, no action was taken.



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4. Discussion and possible action regarding initial reserve funding amount for Operations / Management line for FY25.

Commissioner Debish proposed the ESD have at minimum 6 months of funds in a reserve account. We currently operate at around \$3 million each year. After discussion, no action was taken.

## ADJOURNMENT

Motion by Commissioner O'Brien to adjourn. 2<sup>nd</sup> by Commissioner Debish. Motion passed unanimously.

Adjournment at 7:14 p.