

SOUTHWEST LEON COUNTY ESD #2
BOARD OF COMMISSIONERS MEETING: May 19, 2020
MINUTES

1. Ruth Hime called the meeting to order at 7:00 P.M.
2. Ruth Hime led the Board and guests in prayer.
3. Ruth Hime led the Board and guests in the pledges of allegiance.
4. Commissioners in attendance: Ruth Hime, Hank Dembosky, Janice Hall, Caryn Thompson and Janey Shannon. In attendance from the VFD: Traci Ratliff-Smith, Swen Crone and Ron Ryder and two guests (see sign in sheet).

REPORTS

5. Caryn Thompson presented the Treasurer's Report.
 - a. There were no Bills/Checks to be approved.
 - b. The Board also reviewed the 05/19/2020 Financial Statements (Balance Sheet, P&L - filed with these minutes), noting 4 deposits (see attached transaction register) including the Texas Mutual Insurance Dividend which was issued early to assist with cashflow. Hank Dembosky moved and the Board voted unanimously to accept the ESD Treasurer's financial reports for filing.
6. The Board then reviewed the March EMS Activity Report and March Financials from HTLVFD, presented by Traci Smith. The VFD also received their Texas Mutual Insurance Dividend of \$7,400 in April. The PPP loan was set up at Prosperity Bank and utilized; the \$55,600 will cover payroll for 8 weeks. Monthly performance measures as follows, noted in the activity report (attached to these minutes) were:
 - EMS Responses: 18
 - Transports: 12
 - Avg. Response Time: 7:47 min.
 - Avg. Out-of-Chute Time 2:27 min.

The VFD response information for March and April was provided in written format. It was noted that no COVID-19 calls have occurred on the Hill. Upon presentation and review of the April VFD EMS Operations Report, Janey Shannon moved and the Board unanimously accepted the EMS Operations Report. Caryn Thompson moved and the Board unanimously voted to accept the VFD April Financial Report for filing.

7. Committee Reports & Actions:

- a. Long Range Planning – Hank Dembosky provided a summary of the committee’s May 5th meeting and meeting notes are attached.

i. Topics discussed include:

- Greg Nelson met with Jim Carrigan, Leon County Office of Emergency Management, regarding the emergency communications equipment. The emergency equipment housed on the Hill will be re-deployed for use by the VFD.
- Greg Nelson also reported that he plans to invite Chief McGregor, Bryan Fire Department (Helping Hands), for a goodwill visit to The Hill, after COVID-19 concerns have lessened.
- Greg Nelson is awaiting feedback from a grant writing firm. He will work with Hank Dembosky, as contact is made. Greg estimates the cost to be \$500. Per VFD members present, VFD Board approval not needed. Greg to go forward with the understanding that funds are available. VFD will also look at the lifecycle of all current equipment to assess and prioritize capital needs over the next ten years. This will help the VFD identify capital equipment to include in grants.
- Hank Dembosky plans to attend the SAFE-D’s 5/11/20 webinar on CARES Act Grants.
- Ron Ryder and Greg Nelson will work on structure for VFD organizational structure. VFD will also look at current operating documents (policies, by-laws, etc.). John Shockey will review by-laws and work with the VFD on revisions/changes.
- Ruth announced that the ESD has not yet received the new county appraisal data. Delays may impact ESD’s budget planning for FY 2021 and funding for VFD/EMS .

ii. The committee’s next meeting is June 2, 2020.

- b. Audit Engagement: No Action is required at this time.

DISCUSSION/ACTION ITEMS

8. A discussion of possible grants to the ESD through the CARE Act occurred. It has been determined that CARE grants are focused on PPE and bunker gear. The VFD has to supply the county with all the information the county needs to apply on behalf of the VFDs. Hank Dembosky volunteered to approach the county to find out what the county needs or if the ESD can apply and Ron Ryder volunteered to help.
9. There is no new property valuation estimate to review yet. Ruth Hime’s most recent inquiry resulted in a “end of May” estimate of publishing of valuations.
10. The minutes of the April 21, 2020 meeting were reviewed. Janey Shannon moved and the Board unanimously approved the March minutes.
11. Industry News & Training. The 2021 SAFE-D may be video conference only. Ruth Hime requested commissioners print their training certificate from SAFE-D and

provide Janice Hall, Secretary, a copy for the ESD's files. Ruth stated that the certificates may not be available yet.

12. Public Comment: None

13. Next Meeting: Tuesday, June 16, 2020, 7 PM at Fire Station.

14. Adjournment: Janey Shannon moved and the Board voted unanimously to adjourn at 7:55 PM.

Respectfully submitted,
Janice Hall, Board Secretary