

SOUTHWEST LEON COUNTY ESD #2
BOARD OF COMMISSIONERS MEETING: January 18, 2022
MINUTES

1. Ruth Hime called the meeting to order at 6:00PM.
2. Hank Dembosky led the Board in prayer.
3. Ruth Hime led the Board in the pledges of allegiance.
4. Commissioners in attendance: President, Ruth Hime; Vice President, Hank Dembosky; Assistant Treasurer, Janey Shannon; and Claren Kotrla, Secretary.
5. Guests (7) in attendance are noted on the attached Sign-In Sheet.
6. Returning Commissioner Hank Dembosky and New Commissiononer Tiffani McKinney received the oath of office and were sworn in by Judge Byron Ryder.
7. All Commissioners signed Confidentiality Statement and Public Information forms.
8. Officers elected by the Board were President, Hank Dembosky; Vice President, Ruth Hime; Treasurer, Tiffani McKinney; Assistant Treasurer, Janey Shannon; Secretary, Claren Kotrla.
9. Members to address the Board: None.

REPORTS

10. Treasurer's Report:

- a. Bills/Checks approved are: Post Office Box \$84.00, check#1378 and Fire Department for \$36.75 check#1379. Hank Dembosky made motion to approve payment and Janey Shannon seconded the motion. Motion passed unanimously.
 - b. The Financial Reports for December 2021, were tabled. Hank Dembosky made the motion and Janey Shannon seconded the motion to table. The Board unanimously voted to approve.
 - c. The Quarterly Investment Report was tabled. Hank Dembosky made the motion and Janey Shannon seconded the motion to table. The Board unanimously voted to approve.
- 11. Dennis Smith presented the EMS December 2021 Activity Report (attached). The HTL VFD/ EMS monthly performance measures as follows, noted in the activity reports (attached to these minutes) were:**
- EMS Responses: 27
 - Transports: 11

- Avg. Response Time: 8:26 min.
- Avg. Out-of-Chute Time: 2:18. min
- Fire Trainings: 2
- Volunteer Hours: 19

Upon presentation and review of the December Fire Operations Report and the EMS November Activity Report, Janey Shannon moved and Hank Dembosky 2nd and the Board unanimously voted to accept the HTL VFD/EMS Operational Reports for filing. The December HTL VFD/EMS Financial Report was Tabled. Hank Dembosky moved and Janey Shannon 2nd the motion. The Board unanimously voted to accept the motion to table.

12. Committee Reports & Actions:

- a. Long Range Planning: Hank Dembosky reported that Leon County took no action on the ARPA funds.
- b. Annual Audit. Tiffani has the audit hard drive.
- c. Claren Kotrla submitted the required annual report to the Division of Emergency Management by mail.

Discussion Items

- 13.** The Board discussed the need to continue having Carlton Law Firm submit the ESD Annual Report since we are under the limit requiring we do so.
- 14.** The Board will start using the Fire Department address as ESD2 mailing address and will move the files to the Fire Department. Hank Dembosky will handle publication of the new address in the Normangee Star.
- 15.** Signature cards at Prosperity Bank and Normangee State Bank CD Accounts were signed by each of the Board members.
- 16.** The minutes of the December 21, 2021 meeting were reviewed. Hank Dembosky moved the minutes be accepted, Janey Shannon seconded, and the Board unanimously approved the motion.
- 17. Industry News, Training & Communications**
 - a. The upcoming SAFE-D annual meeting in February will provide both Tiffani McKinney and Claren Kotrla the opportunity to take required Open Records and Public Information training. All commissioners are planning to attend.
 - b. Hank Dembosky provided an update on potential legislation impacting medical air transport services. Scott Christianson and The Texas Silver Haired Legislature will be monitoring.
- 18.** Public Comment: None
- 19.** The next meeting was set for Tuesday, February 15, 2022, 6 PM at the Fire Station.
- 20.** Meeting adjourned at 7:10 PM.

Respectfully submitted,
Claren Kotrla, Board Secretary