Uvalde County Emergency Services District No. 2
Minutes of Public Meeting
Held Saturday, January 20, 2024, at 12:00pm
24173 N. US Highway 83, Concan, TX

Board Members in attendance:
Kay Campbell
Terry Carson
Wendi Hightower
Leonard Mikeska
Jeff Santleben

Members of public in attendance:
Brannon Hightower (CVFD)
Wendy Jordan (CVFD)
Cody Shockley (CVFD)
Justin Wills (CVFD)

1. Call meeting to order;
   Meeting called to order at 12:00pm by Leonard Mikeska

2. Public Comment: Individual members of the public may address the Board on items not on the current agenda. In accordance with the Texas Open Meetings Act, any response to a public comment on items not on the published final agenda will be limited to a statement of factual information or a statement of existing policy. Any deliberation or decision by the Board will be limited to a proposal to place the subject on a future agenda.
   Approximate 30-minute dissertation from Wendy Jordan re: grievances against CVFD. Wendi Hightower requested a copy of the document Wendy Jordan read from as well as her PowerPoint presentation; to date, Wendy Jordan has not provided.

3. Public Comment on agenda items: Members of the public may speak on an agenda item after comments on the item are called for by the presiding officer, but before Board discussion and consideration of the item.
   No Public Comment on agenda items received

4. Receive monthly report from the Treasurer and consider:
   (a) approval of payment of monthly bills and invoices; and
   (b) approval of monthly financial report;
   Financial report attached. Mikeska reports there are outstanding expenses to website host Matt King in the amount of approximately $1,500.00 as well as to Carlton Law Firm in the amount of approximately $1,400.00. Wendi Hightower moves to approve payment of these expenses, Jeff Santleben seconds, all vote in favor, Terry Carson, Treasurer, is directed to pay these expenses. Jeff Santleben moves to accept financial report as presented, Kay Campbell seconds, all vote in favor, financial report is approved.

- **IN THE INTEREST OF TIME AND BECAUSE TERRY CARSON HAS TO LEAVE MEETING EARLY, LEONARD MIKESKA INDICATES WE'LL MOVE TO AGENDA ITEMS #9, 6, 7, 8, 10, 11, 12, & 13 NEXT –**

9. Action regarding election of officers for board;
   Terry Carson moves to leave officers of board as is, Wendi Hightower seconds, all vote in favor, officers of board remain the same.

6. Discuss and consider approval of December 16, 2023 regular meeting minutes;
   Jeff Santleben moves for approval of December 16, 2023 regular meeting minutes, Terry Carson seconds, all vote in favor, December 16, 2023 regular meeting minutes are approved.

7. Discuss and consider District funding;
   Leonard Mikeska is confirming with the Secretary of State those businesses within the district for sales tax funding. Collection of sales tax should begin on 4/1/2024. The ESD will need to develop a financial policy outside of State mandate.

8. Approve and accept statements and oaths of office for reappointed commissioners;
   Jeff Santleben moves to accept statements and oaths of office for reappointed commissioners, Kay Campbell seconds, all vote in favor, board accepts statements and oaths of office for reappointed commissioners.

10. Action regarding obtaining or renewing Treasurer's bond;
    Insurance is in effect per Leonard Mikeska, awaiting copy of policy.

11. Discuss disbursements and signature authorization and determine if updated resolutions should be addressed;
    No action taken.

12. Review training requirements and compliance status for each commissioner;
    To date, all commissioners are in compliance. Kay Campbell, Terry Carson, Jeff Santleben indicate they will complete required continuing education online. Wendi Hightower and Leonard Mikeska indicate they will receive required continuing education during February 2024 SAFE-D Annual Conference.

13. Discuss and consider action on Order Repealing the Application of Exemption from Sales and Use Tax for Telecommunications Services;
    Terry Carson moves to adopt an Order Repealing the Application of Exemption from Sales and Use Tax for Telecommunications Services, Jeff Santleben seconds, all vote in favor, the board adopts an Order Repealing the Application of Exemption from Sales and Use Tax for Telecommunications Services.

-TERRY CARSON EXITS MEETING AT 12:53PM -

5. Receive monthly report from Concan Volunteer Fire Department regarding emergency operations, response times, call volume, training, management activities and membership;

   -Report attached with preliminary draft budget, presented by Cody Shockley, CVFD.
   Cody indicates CVFD is working on bylaw update and asks if ESD has an opinion on assignment of Chief and will ESD mandate a staffed ambulance. Leonard Mikeska indicates those questions would be part of discussion over service provider agreement.
   -Upcoming training includes advanced drafting course and a training on department protocol
   -Leonard Mikeska asks for clarification on CVFD roster – those that are highlighted – what is reason? Cody indicates those are members needing training hours.
   -Leonard Mikeska asks if ambulance is not in service or is on another call, how would incoming calls be handled. Chief Wills answers that CVFD would rely on Uvalde or Utopia to help out – the same as they do during busy summer months.
   -Leonard Mikeska asks how many on roster are paramedics; Chief Wills indicates only 1 and that is Wendy Jordan.

14. Discuss and consider attending SAFE-D Annual Conference, scheduled for February 22-24, 2024, at the Irving Convention Center;

    At this time, only Wendi Hightower and Leonard Mikeska have availability to attend. Wendi indicates she has already registered and secured hotel; Leonard Mikeska indicates she needs to submit receipts for cost reimbursement, Wendi indicates she does not expect reimbursement.

15. Discuss and authorize publication of notice of address of administrative office location;

    Jeff Santleben moves to authorize publication of notice of address of administrative office location and to deem it as 1 Mariposa Lane, Concan, TX, or the actual address as listed with USPS if different (location of CVFD fire station), Kay Campbell Seconds, all vote in favor, publication of notice of address of administrative office location will be executed and list USPS verified address of the CVFD fire station.

16. Discuss regarding a Service Provider Agreement with Concan VFD and any related issues, consider approval;

    A special meeting is called for Saturday, January 27, 2024, at 12:00pm at CVFD fire station to discuss.

17. Discuss and consider approval of Interlocal Cooperation Contract and Agreement with Uvalde Police Department for dispatch services;

    Tabled

18. Discuss agenda, time, and date for next meeting.

    The next regular meeting will be held on February 10, 2024 at 12:00pm at CVFD fire station.

1:33PM – Jeff Santleben moves to adjourn, Kay Campbell seconds, all vote in favor, meeting is adjourned at 1:33pm, Saturday, January 20, 2024.