

MINUTES OF THE REGULAR MEETING OF
THE BOARD OF COMMISSIONERS OF
GALVESTON COUNTY EMERGENCY SERVICES DISTRICT NO. 2

A regular meeting of the Board of Commissioners of Galveston County Emergency Services District No. 2 ("District") was called for at 12:00 p.m. on December 13, 2023, at the Crystal Beach fire station, located at 930 Noble Carl Road, Crystal Beach, Texas 77650, pursuant to notice duly posted and published according to law.

At approximately 12:02 p.m., the regular meeting was called to order. The roll was called of the duly constituted officers and members of the Board, to wit:

Kate Newberry	President
John Lee, Jr.	Vice President
Greg Fountain	Secretary
George Strong	Treasurer
Larry Flanagan	Assistant Treasurer

All of said Board members were present, with the exception of Secretary Fountain, thus constituting a quorum. Also present were Doug Saunders, District Manager; Georgia Osten, District Administrative Assistant; Frank DeMarco, EMS Operations Supervisor; and, the individuals listed on the attendance log attached hereto as **Exhibit A**.

Upon establishing that a quorum was present, President Newberry directed the Board to Agenda Item No. 3, at which time the Board members and others in attendance said the U.S. and Texas pledges of allegiance.

Being as there was no public comment under Agenda Item No. 4, President Newberry moved the Board along to Agenda Item No. 5, at which time Treasurer Strong made a motion to approve and authorize the following matters listed under the consent agenda, which was seconded by Assistant Treasurer Flanagan and unanimously approved by the Board members present:

- a. Minutes of the November 15, 2023 Regular Meeting;
- b. Payment of District Bills and Accounts (**Exhibit B**)¹; and,
- c. VFDs' Monthly Expense Reimbursements (**Exhibit C**)².

The Board was then directed to Agenda Item No. 6, at which time Treasurer Strong reviewed the financial information contained in the meeting packet, including the regular monthly Treasurer's Report, which is attached hereto as **Exhibit D**³.

Next, the Board's attention was directed to Agenda Item No. 7, at which time Mr. Saunders requested approval of and authority to purchase a new Stryker Power Pro XT Stretcher at a cost of \$13,000.00, as shown in **Exhibit E** attached hereto. Upon motion by Assistant Treasurer Flanagan and seconded by Treasurer Strong, the Board unanimously approved and authorized the purchase of the Stryker stretcher.

The Board then moved along to Agenda Item No. 8, at which time the Board reviewed and discussed the proposed Cafeteria Plan (Flexible Benefits Plan) for District employees. Upon motion by Assistant Treasurer Flanagan and seconded by Treasurer Strong, the Board members present unanimously approved and adopted the proposed Cafeteria Plan (Flexible Benefits Plan). See the Resolution for Adoption of Cafeteria Plan attached hereto as **Exhibit F**.

President Newberry then directed the Board's attention to Agenda Item No. 9, at which time Mr. DeMarco reviewed with the Board his monthly EMS Operations Report, a copy of which is attached hereto as **Exhibit G**.

¹ Check Nos. 3671-3700 and 3702-3705, plus the direct deposit and other payroll expenses. It was also noted that Check No. 3701 was voided.

² Port Bolivar VFD - \$3,833.28 (November 2023); High Island VFD - \$2,655.51 ((November 2023)); and, Crystal Beach VFD - \$2,435.00 ((November 2023).

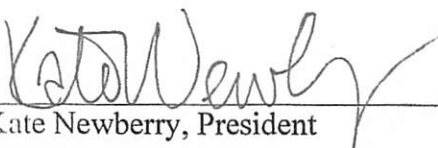
³ Texas First Bank operating checking account (xx6680) - \$512,099.79 as of 11/30/2023 and \$574,040.81 as of 12/13/2023; Texas First Bank savings account (xx9804) - \$2,504.71 as of 11/30/2023 and \$2,508.90 as of 12/13/2023; Texas First Bank EMS billing checking account (xx7569) - \$102,240.21 as of 11/30/2023 and \$102,871.13 as of 12/13/2023; TexSTAR investment pool general fund account (xxxxxx1110) - \$1,245,060.32 as of 11/30/2023 and 12/13/2023; TexSTAR investment pool capital fund account (xxxxxx1890) - \$126,697.16 as of 11/30/2023 and 12/13/2023; and, TexSTAR investment pool emergency fund account (xxxxxx4140) - \$1,084,667.27 as of 11/30/2023 and 12/13/2023.

The Board's attention was then directed to Agenda Item No. 10, at which time Mr. Saunders reviewed with the Board his monthly Manager's Report, a copy of which is attached hereto as Exhibit H.

Next, the Board moved to Agenda Item No. 11, at which time Mr. Saunders advised that Mr. Heinz had sent a letter to the Galveston County Commissioners Court requesting reappointment of Vice President Lee and Treasurer Strong, whose current terms of office are set to expire on January 1, 2024, and requesting the appointment of a new ESD Commissioner to fill the place of Assistant Treasurer Flanagan upon the expiration of his current term on January 1, 2024 (Assistant Treasurer Flanagan previously advised that he did not wish to seek reappointment for another two-year term).

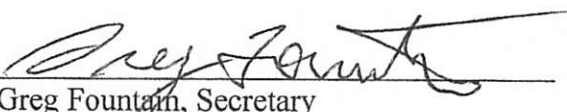
Thereafter, the Board moved along to Agenda Item No. 12, at which time the members reviewed the various District financial reports prepared and provided by Mrs. Vidal, copies of which are attached hereto as Exhibit I.

Being as there were no other matters to come before the Board under Agenda Item No. 13, the regular meeting was adjourned at approximately 12:49 p.m.



Kate Newberry, President
Date: 1/19/2024

ATTEST:



Greg Fountain, Secretary
Date: 1/19/2024

Exhibit A

GALVESTON COUNTY ESD 2

[illegible]

Exhibit B

Galveston County Emergency Services No. 2 Check Detail

November 14 - December 13, 2023

	Date	Transaction Type	Num	Name	Memo/Description	Amount
10026680						
	11/27/2023	Check	3671	Montrose Auto Group		-51,487.50
					Expedition 2023	51,487.50
	12/13/2023	Check	3672	Kent Alan Harkey MD, PLLC		0.00
					Inv. 1048	0.00
	12/13/2023	Check	3672	Kent Alan Harkey MD, PLLC		-1,500.00
					Inv. 1048	1,500.00
	12/13/2023	Check	3673	Joshua C. Heinz		-1,000.00
					Atty. Fees Nov. '23	1,000.00
	12/13/2023	Check	3674	Crystal Beach VFD		-2,435.00
					Nov. '23 Reimbursement	2,435.00
	12/13/2023	Check	3675	Port Bolivar VFD		-3,833.28
					Nov. '23 Reimbursement	3,833.28
	12/13/2023	Check	3676	High Island VFD		-2,655.51
					Nov. '23 Reimbursement	2,655.51
	12/13/2023	Check	3677	Axon Education, LLC		-8,000.00
					Inv.2772643000222650193	8,000.00
	12/13/2023	Check	3678	Sparkletts & Sierra Springs		-87.91
					Inv. 23218916	87.91
	12/13/2023	Check	3679	Stericycle		-213.57
					Cust.3000824273, Inv.8005421872	213.57
	12/13/2023	Check	3680	Ztech		-950.00
					Inv.7975, 7974	950.00
	12/13/2023	Check	3681	Frazer		-8,750.00
					Inv. 82215	8,750.00
	12/13/2023	Check	3682	The Standard		-308.95
					167247	308.95
	12/13/2023	Check	3683	VFIS		-357.02
					Inv.10298 - Expedition	357.02
	12/13/2023	Check	3684	Baptist Health Training Center		-80.00
					Inv. 3519	80.00

12/13/2023	Check	3685 Threadbearer		-2,763.55
			Inv. 898	2,763.55
12/13/2023	Check	3686 SAFE-D		-1,100.00
			Inv. 4413	1,100.00
12/13/2023	Check	3687 United Data Technologies, Inc.		-330.00
			Inv. 5112023094	330.00
12/13/2023	Check	Stryker Sales, LLC (DBA Stryker 3688 Flex Financial)		-10,188.26
			Q2 Installment	10,188.26
12/13/2023	Check	3689 Cyber One Solutions		-257.10
			Inv. 68647	257.10
12/13/2023	Check	3690 Bandaaid Express		-3,050.00
			Inv. 120423	3,050.00
11/14/2023	Check	3691 GCM, The Big Store		-77.12
			1011896,1011894	77.12
11/14/2023	Check	3692 GCM, The Big Store		-286.62
			455,142,186	116.79
			490	100.47
			378	69.36
12/13/2023	Check	3693 Christopher's Speedy Lube		-609.00
			Inv. 82694, 82695, 82819	609.00
12/13/2023	Check	3694 Benckenstein & Oxford		-675.00
			Inv. 50928	675.00
12/13/2023	Check	3695 Vidal Accounting, PLLC		-1,242.50
			Inv. 00034	1,242.50
12/13/2023	Check	3696 O'Reilly Automotive, Inc.		-349.75
			5882-371746	349.75
12/13/2023	Check	3697 Coastal Welding		-746.50
			0080270383, 0010700008	746.50
12/13/2023	Check	3698 VFIS		-400.00
			Inv. 10428 - Bond	400.00
12/13/2023	Check	3699 D & H Bolivar Rentals		-3,453.82
			Inv. 1105 Jan., Feb., Mar. '24	3,450.00
			Inv. 1106 - Water usage/Choctaw	3.82
12/13/2023	Check	3700 First ARiving IO, Inc.		-1,419.34
			Inv. 2472	1,419.34

12/13/2023	Check	3702 Bound Tree Medical, LLC		-1,163.00
			Acct.222792	1,163.00
12/13/2023	Check	3703 Clutch		-750.00
			Quote 45452	750.00
12/13/2023	Check	3704 Visa		-3,315.35
			HP,Sams,Amazon	545.01
			Adobe	48.51
			Love's,Wendys,Exxon,American	674.66
			Frontier Pest	215.00
			Safe-D	590.00
			Amazon	372.07
			Koza	665.10
			DSHS	187.00
12/13/2023	Check	3705 Visa		-1,270.34
			Amazon,Office Depot,Parkers,Delux,HP	672.88
			HEB	96.97
			Intuit	47.25
			TX Gov	19.00
			Frontier Waste	217.50
			Direct TV	216.74
12/13/2023	Check	Crystal Beach VFD		0.00
			Nov. '23 Reimbursement	0.00

Wednesday, Dec 13, 2023 09:18:01 AM GMT-8

Exhibit C

PORT BOLIVAR VFD 2023-2024

November '23

BUDGET
2023-24

Prior
Month

Current
Month
November '23

Remaining
Budget

2000 - Auditing Fees				
2010 - Accountant Fees	\$ 1,200.00			\$ 1,200.00
2100 - Bookkeeping	\$ 500.00			\$ 500.00
2110 - Software Services	\$ 1,250.00			\$ 1,250.00
2200 - Legal Fees				\$ -
2210 - Professional Fees Other				\$ -
2310 - Office Supplies	\$ 500.00	\$ 89.09	\$ 26.78	\$ 384.13
2320 - Office Equipment	\$ 500.00	\$ 460.98	\$ 38.97	\$ 0.05
2340 - Cleaning Supplies	\$ 500.00			\$ 500.00
2410 - Insurance - Accident & Sickness	\$ 6,500.00			\$ 6,500.00
2420 - Insurance - Bldg, Equip, & Gen Liab				\$ -
2430 - Insurance - Auto/Boat				\$ -
2440 - Insurance Workers Comp				\$ -
2450 - Bond				\$ -
2500 - Travel Expenses	\$ 650.00			\$ 650.00
2510 - Mileage reimbursements/tolls	\$ 1,000.00			\$ 1,000.00
2550 - Fire Prevention	\$ 1,750.00			\$ 1,750.00
2700 - Dues & Subscriptions	\$ 900.00		\$ 509.00	\$ 391.00
2710 - Safe D				\$ -
2720 - License & Permits	\$ 800.00			\$ 800.00
2730 - Public Relations				\$ -
2740 - Good of the Department				\$ -
2750 - Billing Service Fees				\$ -
2810 - Bldg Rent				\$ -
2820 - Telephone & Communications	\$ 2,000.00	\$ 197.29	\$ 194.49	\$ 1,608.22
2830 - Electricity	\$ 5,500.00	\$ 466.05	\$ 325.70	\$ 4,708.25
2840 - Water/Garbage	\$ 3,300.00	\$ 252.50	\$ 252.50	\$ 2,795.00
2850 - Propane				\$ -
2860 - Janitorial/Yard Service				\$ -
2870 - Alarm Services	\$ 1,000.00		\$ 639.99	\$ 360.01
2900 - General & Administrative				\$ -
3100 - Uncategorized				\$ -
4000 - Firefighting/Maint/Repair	\$ 18,500.00	\$ 299.92	\$ 1,815.98	\$ 16,384.10
4200 - Fuel	\$ 4,500.00			\$ 4,500.00
4210 - Oxygen/Breathing Air	\$ 3,500.00			\$ 3,500.00
4300 - Radio Usage	\$ 3,500.00			\$ 3,500.00
4350 - Radio Repair	\$ 2,000.00			\$ 2,000.00
4400 - General & Administrative				\$ -
4500 - Training	\$ 7,500.00			\$ 7,500.00
4600 - Medical Exams	\$ 500.00			\$ 500.00
4610 - Background Checks	\$ 500.00		\$ 29.87	\$ 470.13
4620 - Recruiting				\$ -
4700 - Building Maintenance				\$ -
4800 - Uniforms	\$ 1,000.00			\$ 1,000.00
4900 - Vehicle Maint. & Repair	\$ 2,500.00	\$ 17.94		\$ 2,482.06
5000 - Command Vehicle				\$ -
5010 - Rescue/Medical				\$ -
5020 - Fire Fighting (PPE)				\$ -
5030 - Boat				\$ -
5040 - Boat				\$ -

	with chargers			
Amazon.com	2 x Twinkle Star Emergency Roadside Flares Kit LED	\$63.98 ✓	Credit Card	4000
Amazon.com	6 x iplusmile 30CM Traffic Wand Portable LED Lamp	\$104.96 ✓	Credit Card	4000
Gulf Coast Market	Batteries	\$38.97 ✓	Petty Cash	2320
SFFMA	2024 Membership Dues	\$380.00 ✓	CK 1610	2700
Office Depot	Calendar and Highlighters	\$26.78 ✓	Credit Card	2310
BeenVerified	Background Checks	\$29.87 ✓	Credit Card	4610

High Island VFD 2023-2024

November '23

ACTUAL

BUDGET
2023-24

Prior
Month

Current
Month
November '23

Remaining
Budget

2000 - Auditing Fees				
2010 - Accounting Fees				
2100 - Bookkeeping	\$ 1,100.00			\$ 1,100.00
2110 - Software Services	\$ 1,100.00	\$ 58.63	\$ 63.96	\$ 1,094.67
2200 - Legal Fees				
2210 - Professional Fees Other				
2250 - Medical Director Fees				
2310 - Office Supplies				
2320 - Office Equipment				
2410 - Insurance - Accident & Sickness	\$ 4,000.00			\$ 4,000.00
2420 - Insurance - Bldg, Equip, & Gen Liab				
2430 - Insurance - Auto/Boat				
2440 - Insurance Workers Comp				
2500 - Travel	\$ 100.00			\$ 100.00
2510 - Mileage Reimbursement/tolls	\$ 100.00			\$ 100.00
2550 - Fire Prevention	\$ 750.00	\$ 728.50		\$ 1,478.50
2700 - Dues & Subscriptions	\$ 1,500.00	\$ 23.81	\$ 24.19	\$ 1,499.62
2710 - Safe D				
2720 - License & Permits	\$ 150.00			\$ 150.00
2730 - Public Relations				
2740 - Good of the Department				
2750 - Billing Service Fees				
2810 - Bldg Rent				
2820 - Telephone & Communications	\$ 5,500.00	\$ 357.44	\$ 357.50	\$ 5,499.94
2830 - Electricity	\$ 6,500.00	\$ 419.60	\$ 397.26	\$ 6,522.34
2840 -Water/Garbage	\$ 2,840.00	\$ 207.50	\$ 207.50	\$ 2,840.00
2850 - Propane				
2860 - Janitorial/Yard Service				
2870 - Alarm Service				
2900 - General & Administrative				
3100 - Uncategorized				
4000 - Firefighting / EMS Equipment	\$ 27,100.00	\$ 1,005.58		\$ 28,105.58
4050 - Equipment Maintenance				
4100 - Equipment Repair				
4200 - Fuel	\$ 4,000.00	\$ 359.05	\$ 441.16	\$ 3,917.89
4210 - Oxygen/Breathing Air	\$ 3,000.00			\$ 3,000.00
4300 - Radio Usage	\$ 2,200.00			\$ 2,200.00
4350 - Radio Repair	\$ 2,500.00			\$ 2,500.00
4400 - General & Administrative	\$ 780.00			\$ 780.00
4500 - Training	\$ 2,500.00			\$ 2,500.00
4600 - Medical Exams				
4610 - Background Checks	\$ 500.00			\$ 500.00
4700 - Building Maintenance	\$ 6,000.00	\$ 210.99	\$ 1,016.94	\$ 5,194.05
4800 - Uniforms	\$ 2,500.00			\$ 2,500.00
4900 - Vehicle Maint. & Repair	\$ 10,000.00	\$ 45.53	\$ 147.00	\$ 9,898.53
5000 - Command Vehicle				
5010 - Rescue/Medical/Fire Appar				
5020 - Fire Fighting				
5030 - Boat (EMS Capital)				
5040 - Building				
5050 - Other				

\$ 84,720.00

\$ 2,655.51

\$ 85,481.12



High Island Volunteer Fire Rescue
P.O. Box 144
High Island, Texas 77623

INVOICE

DATE DECEMBER 1, 2023
INVOICE # 2023-11

TO Galveston County ESD #2
930 Nobel Carl Dr
Crystal Beach, TX 77650

SALESPERSON

JOB

PAYMENT TERMS

DUE DATE

Due on receipt

LINE ITEM	DESCRIPTION	UNIT PRICE	LINE TOTAL
2820	Fastwyre Broadband - EFT - Station phones/fax/internet	232.09 ✓	232.09
2830	Entergy - #3115 - Electrical Fire Station	397.26 ✓	629.35
2840	Peninsula Residential Service # EFT - Dumpster	207.50 ✓	836.85
2700	Texas First Bank - EFT-Positive Pay	24.19 ✓	861.04
2820	Dish - EFT- Station Cable - Oct.	125.41 ✓	986.45
4200	The County of Galveston - #3109 - August - Fuel	283.95 ✓	1,270.40
4900	Herrera's Emergency Lighting - #3112 - Vehicle Maint.	147.00 ✓	1,417.40
4700	Waukesha-Pearce - #3110 Building Maintenance	690.00 ✓	2,107.40
2110	Software Service - QuickBooks - EFT	63.96 ✓	2,171.36
4700	Stratton's - #3117 - Vehicle Maintenance	326.94 ✓	2,498.30
4200	The County of Galveston - #3113 - September - Fuel	157.21 ✓	2,655.51

TOTAL

2,655.51

Make all checks payable to High Island Volunteer Fire Rescue
Thank you for your business!

HIGH ISLAND



Volunteer Fire/Rescue

P.O. Box 144, 2041 7th Street
High Island, Texas 77623
Phone (409) 286-5811 Fax (409) 286-5424

December 1, 2023

Galveston County ESD # 2
PO Box 1709
Crystal Beach, Texas 77650

Ref: Certification of expense reimbursement request

I, Terrie Riley, acting in my capacity as Treasurer, on behalf of High Island Volunteer Fire Rescue, Inc. do certify that the expense reimbursement request that is submitted for the amount of \$ 2,655.51 is true and correct to the best of my knowledge and has been processed in accordance with State and Federal guidelines governing expenditures of public funds and has been authorized for submission to the Galveston County ESD # 2 by the High Island Volunteer Fire Rescue Inc. Board of Directors.

Signature

Terrie Riley

Date

12/1/23

CRYSTAL BEACH VFD 2023-2024

November '23

	BUDGET	Prior Month Month	ACTUAL		Total YTD	Remaining Budget
			Current Month November '23			
2000 - Auditing Fees					\$ -	
2010 - Accountant Fees					\$ -	
2100 - Bookkeeping					\$ -	
2110 - Software Services	\$ 1,100.00				\$ 1,100.00	
2200 - Legal Fees					\$ -	
2310 - Office Supplies					\$ -	
2320 - Office Equipment					\$ -	
2410 - Insurance - Accident & Sickness	\$ 6,500.00		\$ 870.00		\$ 5,630.00	
2420 - Insurance - Bldg, Equip, & Gen Liab					\$ -	
2430 - Insurance - Auto/Boat					\$ -	
2440 - Insurance Workers Comp					\$ -	
2500 - Travel	\$ 650.00				\$ 650.00	
2510 - Mileage reimbursement/tolls	\$ 1,000.00				\$ 1,000.00	
2550 - Fire Prevention					\$ -	
2700 - Dues & Subscriptions	\$ 1,500.00		\$ 1,565.00		\$ (65.00)	
2710 - Safe D					\$ -	
2720 - License & Permits					\$ -	
2730 - Public Relations					\$ -	
2740 - Good of the Department					\$ -	
2750 - Billing Service Fees					\$ -	
2810 - Bldg Rent					\$ -	
2820 - Telephone & Communications					\$ -	
2830 - Electricity (Final Bill-October)					\$ -	
2840 -Water/Garbage (Final Bill-October)					\$ -	
2850 - Propane					\$ -	
2860 - Janitorial/Yard Service					\$ -	
2870 - Alarm Service					\$ -	
2900 - General & Administrative					\$ -	
4000 - Firefighting/Maint/Repair	\$ 22,500.00				\$ 22,500.00	
4200 - Fuel					\$ -	
4210 - Oxygen/Breathing Air	\$ 3,500.00				\$ 3,500.00	
4300 - Radio Usage	\$ 3,500.00				\$ 3,500.00	
4350 - Radio Repair					\$ -	
4400 - General & Administrative					\$ -	
4500 - Training	\$ 10,000.00				\$ 10,000.00	
4600 - Medical Exams					\$ -	
4610 - Background Checks	\$ 500.00				\$ 500.00	
4700 - Building Maintenance					\$ -	
4800 - Uniforms	\$ 2,500.00				\$ 2,500.00	
4900 - Vehicle Maint. & Repair	\$ 5,000.00				\$ 5,000.00	
5000 - Command Vehicle					\$ -	
5010 - Rescue/Medical/Fire Appar					\$ -	
5020 - Fire Fighting					\$ -	
5030 - Boat					\$ -	
5040 - Building					\$ -	
5050 - ESD-Owned Fire Truck					\$ -	
	\$ 58,250.00		\$ 2,435.00		\$ 55,815.00	



INVOICE

Crystal Beach Fire & Rescue
930 Noble Carl Dr.
Crystal Beach, Texas 77650

DATE NOVEMBER 2023

TO Galveston County ESD #2
930 Noble Carl Dr.
Crystal Beach, TX 77650

SALESPERSON

JOB

PAYMENT TERMS

DUE DATE

Due on receipt

LINE ITEM

DESCRIPTION

UNIT PRICE

LINE TOTAL

2700

Active 911

15.00

15.00

✓

2700

State FireFighters and Fire Marshalls Assoc. 4 members

50.00

200.00

✓

2700

State FireFighters and Fire Marshalls Assoc. 23 members & yrly

50.00

1350.00

✓

2400

VFIS Critical illness insurance Policy

870.00

✓

TOTAL \$2435.00



Crystal Beach Fire Department

P.O.Box 1350

930 Noble Carl Drive

Crystal Beach, TX 77650

Galveston County ESD #2

PO Box 1709

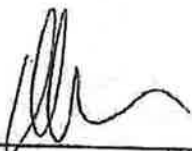
Crystal Beach, Texas

Ref: Certification of expense reimbursement request.

I, D. Decker/egand acting in my capacity as Treasurer, on behalf of Crystal Beach Volunteer Fire Department

Rescue, do certify that the expense reimbursement request that is submitted of the amount of \$ 2,435.00

Is true and correct to the best of my knowledge, and has been processed in accordance with State and Federal Guidelines governing expenditures of public funds and has been authorized for submission to the Galveston County ESD #2 by Crystal Beach Volunteer Fire and Rescue, Board of Directors.



Signature

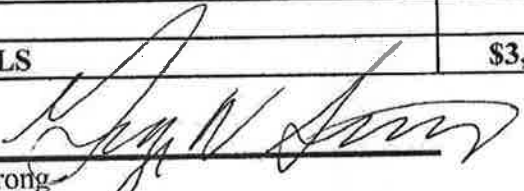
12/4/2023

Date

Exhibit D

Galveston County Emergency Services District No. 2
13-Dec-23

	11/30/2023	12/13/2023
	Balance	Balance
Texas First Bank		
Operating/Checking (xxxx6680)	\$ 512,099.79	\$ 574,040.81
Savings (Acct. No. xxx9804)	\$ 5,204.71	\$ 2,508.90
EMS Billing (Acct. No. xxxx7569)	\$ 102,240.21	\$ 102,871.13
	\$619,544.71	\$679,420.84
TexSTAR (Investment Co-Op)		
General Fund (Acct. No. xxxxxx1110)	\$1,239,629.07	\$1,245,060.32
Capital Fund (Acct. No. xxxxxx1890)	\$425,796.05	\$126,697.16
Emergency Fund (Acct. No. xxxxxx4140)	\$1,079,935.69	\$1,084,667.27
	\$2,745,360.81	\$2,456,424.75
TOTALS	\$3,364,905.52	\$3,135,845.59


George Strong
Treasurer, GCESD2

Date

12-13-23

Exhibit E



ambulancedepot.com

3722 Ocee St
Houston, TX 77063

(832) 997-1131

12/12/2023

Invoice 121223

Bill to/Ship to

Galveston Co ESD 2

930 Noble Carl Dr

Crystal Beach, Tx 77659

Attn: Chris Reviere, Paramedic Supervisor

Description

AMOUNT

**Stryker Power Pro XT Stretcher (SN: 170940282) with
Performance Load**

\$13,000.00

Total Due \$13,000.00

THANK YOU FOR YOUR BUSINESS!

Exhibit F

**RESOLUTION OF THE GALVESTON COUNTY ESD 2 BOARD OF DIRECTORS FOR THE
ADOPTION OF THE GALVESTON COUNTY ESD 2 CAFETERIA PLAN**

On this date, the Galveston County ESD 2 Board of Directors did meet to discuss the implementation of Galveston County ESD 2 Flexible Benefits Plan to be effective, 12/1/2023. Let it be known that the following resolutions were duly adopted by the Galveston County ESD 2 Board of Directors and that such resolutions have not been modified or rescinded as of the date hereof;

RESOLVED, that the form of Cafeteria Plan, as authorized under Section 125 of the Internal Revenue Code of 1986, presented to this meeting is hereby adopted and approved and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Plan Administrator one or more copies of the Plan.

RESOLVED, that the Plan Year shall be for a period beginning on 12/1/2023 and ending 11/30/2024.

RESOLVED, that the Employer shall contribute to the Plan amounts sufficient to meet its obligation under the Cafeteria Plan, in accordance with the terms of the Plan Document and shall notify the Plan Administrator to which periods said contributions shall be applied.

RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify employees of the adoption of the Cafeteria Plan by delivering to each Employee a copy of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned certifies that attached hereto as Exhibits A and B respectively are true copies of the Plan Document, and Summary Plan Description for Galveston County ESD 2's Flexible Benefits Plan approved and adopted in the foregoing resolutions.

The undersigned further certifies and attests that the above resolutions were made with the consent of the full Board of Directors, each of whom were in attendance on this date:

Signature/Title

Date

Exhibit G



Galveston County ESD # 2
930 Noble Carl Dr.
Crystal Beach, Texas 77650
Monthly Operations report

Month: November 2023

Calls for service by shift:

<u>2022:</u>	<u>A shift</u>	<u>B shift</u>	<u>C shift</u>	<u>D shift</u>	<u>Total</u>
January	13	9	36	9	67
February	14	10	19	4	47
March	16	12	24	10	62
April	19	18	45	12	94
May	30	10	105	38	183
June	25	48	70	24	167
July	32	27	76	40	175
August	19	20	32	19	90
September	12	21	40	23	96
October	18	24	39	19	100
November	30	15	36	9	90
December					
YTD TOTAL	228	214	522	207	1,171

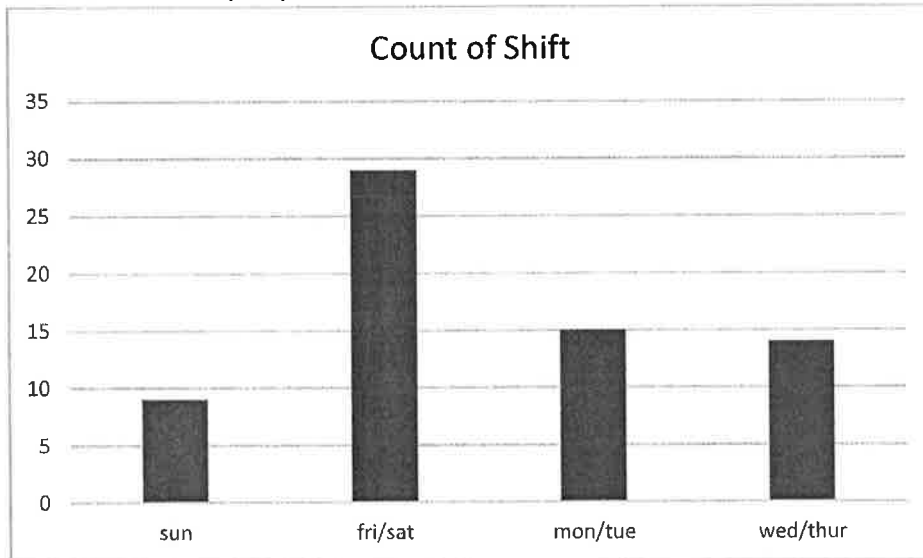
<u>2023:</u>	<u>A shift</u>	<u>B shift</u>	<u>C shift</u>	<u>D shift</u>	<u>Total</u>
January	24	12	18	19	73
February	18	16	23	3	61
March	31	26	39	17	113
April	22	15	36	14	87
May	22	23	135	23	203
June	36	44	73	20	173
July	43	28	87	30	188
August	35	32	36	15	118
September	27	16	44	22	109
October	17	24	30	12	83
November	15	14	29	9	67
December					
YTD TOTAL	290	250	550	184	1,274

A total of 103 calls for service increased through the first 11 months of the year.



Calls for service: 67

Calls for service by day of week:



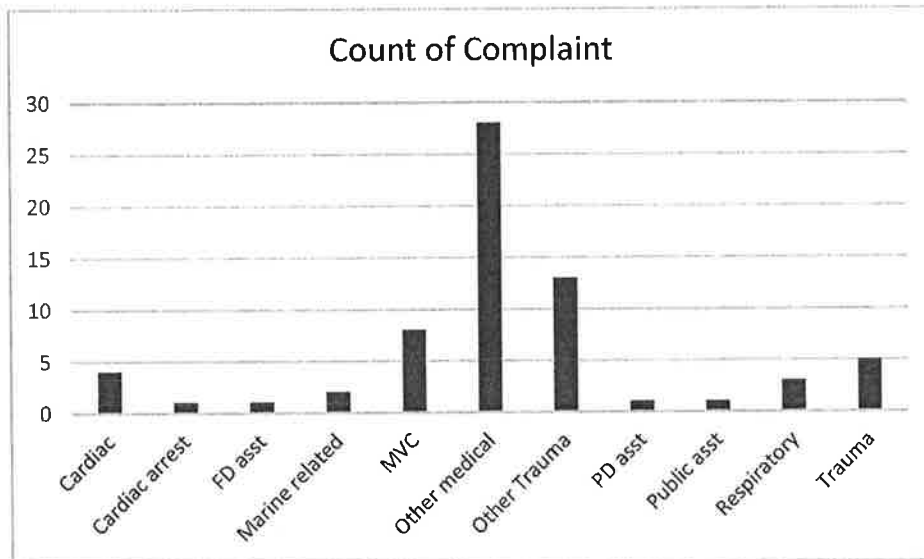
sun	9
Fri/sat	29
Mon/Tue	15
wed/Thur	14

Average Shute time:

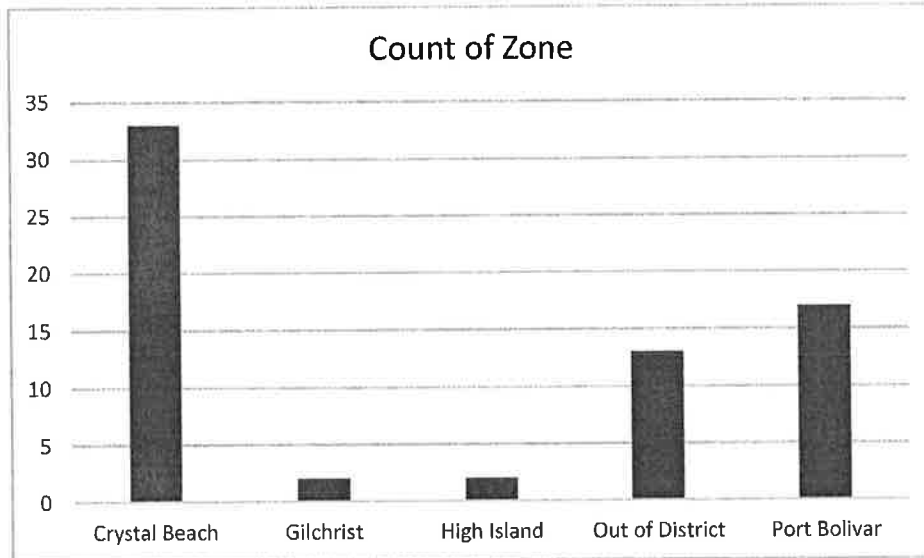
- 1 minute & 20 seconds

Average response time:

- 4 Minutes & 55 seconds



Cardiac	4
Cardiac Arrest	1
FD Assist	1
Marine related	2
MVC	8
Other Medical	28
Trauma	5
Other Trauma	13
Police Assist	1
Public Assist	1
Respiratory	3



Crystal Beach	33
Gilchrist	2
High Island	2
Out of district	13
Port Bolivar	17

Total sprint car shifts:

- 8

Average sprint vehicle chute time:

- 1 Minute & 0 seconds

Average sprint vehicle response time:

- 5 Minutes & 0 seconds

Total time sprint medic had to transport due to the patient not being able to be tiered down:

- 1 time

Level 0 time with sprint vehicle on duty

- 2 Hours & 51 minutes

Level 1 time with sprint vehicle on duty

- 21 Hours & 23 Minutes



Station up-dates:

➤ **Port Bolivar**

- had a bee issue, there was a large hive that was reported in and around the sofit area. Exterminator was notified and came out on 11/20/2023

➤ **Crystal Beach**

- There was an a/c condenser unit that burned up at the CB station, facilities came out and replaced the unit. After being replaced the new unit burned up again, facilities came back out and replaced that one.
- The refrigerator stopped cooling, was maintaining a 50 to 60 degree temperature range, facilities came out, repaired the door seals, the upper fan motor and cleaned the coils. This worked for about 2 weeks, Facilities is aware that it is happening again.

➤ **Unit up-dates:**

Med 20: Headlight wiring harness

- **Total monthly expenditures \$ 17.56**

Med 21: Electrical supplies for maintenance on the stretcher track

- **Total monthly expenditures \$ 37.97**

Med 22:

- **Total monthly expenditures \$ 0.00**

Med 23:

- **Total monthly expenditures \$ 0.00**

Med 24: Brand new engine parts

- **Total monthly expenditures \$**

Squad 1200:

- **Total monthly expenditures \$ 0.00**

Squad 21:

- **Total monthly expenditures \$ 0.00**

Beach Rescue 1:

- **Total monthly expenditures \$ 0.00**

EMS Marine 1: Lighting for the boat trailer that was either missing, broke or burned out.

- **Total monthly expenditures \$**

Fleet services: Ambulance rental while down trucks, wiper blades to replace various units, Def fluid, washer fluid, brake fluid, placards, and mounting system. (ambulance: \$8,750.00, wiper blades and assorted fluids: &159.58, New placard system and mounting hardware for the units: \$1,77.98)

- **Total monthly expenditures \$ 10,187.56**
- **Grand Total of Fleet monthly expenditures: \$ 10,243.09**

Exhibit H



District Manager Report

December 13, 2023

ESD

- * The master and strategic plan and Standard Operating Guidelines have been drafted and sent to John Lee for review.**
- * Remount that was in North Carolina has returned and is being placed in service.**
- * Remount at Frazer in Houston is expected late January**
- * Due to EMS Paramedic shortages, there will only be one Paramedic on shift in a response vehicle with 3 ambulances for transport on December 2, 6, 7, 8, 9, 13, 14, 15, 17, 18, 19, 20, 21, 29, 30, 31.**
- * The Salary Survey currently being conducted has received 5 out of 11 agency responses.**

Employees

- One Full time paramedic resigned effective 11/22/2023.
 - 5 Paramedic positions open
- New flyer for open positions posted on Facebook and LinkedIn
 - 1 employee verbal reprimand
- 1 incident statement regarding delayed response

EMS Billing

Gross Charges YTD: **\$228,410**

Cash Collections YTD: **\$127,684**

Cash Collections: **\$64,612.00**

Collection rate YTD: **50%**

Monthly rate: **50%**

VFD Response

* Requested permission from Galveston County Facilities to re-locate electrical for new cascade system to be installed

* Annual flow test of all SCBA's on December 12th

Incident Type Count per Station for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023

INCIDENT TYPE	# INCIDENTS
Station: 1 - PORT BOLIVAR VFD STATION 1-21	
122 - Fire in motor home, camper, recreational vehicle	1
311 - Medical assist, assist EMS crew	2
661 - EMS call, party transported by non-fire agency	1
# Incidents for 1 - Port Bolivar VFD Station 1-21:	4

Station: 2 - CRYSTAL BEACH VFD ST.1-22	
118 - Trash or rubbish fire, contained	1
150 - Outside rubbish fire, other	1
311 - Medical assist, assist EMS crew	6
551 - Assist police or other governmental agency	1
# Incidents for 2 - Crystal Beach VFD ST.1-22:	9

Station: 3 - HIGH ISLAND VOUNTEER FIRE RESCUE 1-23	
122 - Fire in motor home, camper, recreational vehicle	1
311 - Medical assist, assist EMS crew	5
442 - Overheated motor	1
671 - HazMat release investigation w/no HazMat	1
# Incidents for 3 - High Island Vounteer Fire Rescue 1-23:	8

ZONE	# INCIDENTS
Central Area - Crystal Beach VFD	10
East End - High Island VFD	2
Gilchrist - Gilchrist	3
West End - Port Bolivar VFD	6

TOTAL: 21

Total Incidents per Personnel for Date Range

Personnel: All Personnel | Sort By: Personnel | Start Date: 11/01/2023 | End Date: 11/30/2023

PERSONNEL	COUNT	PERCENTAGE
<u>Blashill, Dawn</u>	1	4.76 %
<u>Comeaux, Curtia</u>	1	4.76 %
<u>Comeaux, Leanne</u>	3	14.29 %
<u>Comeaux, Malcolm M</u>	3	14.29 %
<u>Comeaux, Tommy</u>	1	4.76 %
<u>Duncan, Bruce</u>	1	4.76 %
<u>Forey, Mark</u>	2	9.52 %
<u>Gilmore, Jerminy</u>	1	4.76 %
<u>Holder, Michael</u>	1	4.76 %
<u>Isaacks Jr., Robert L</u>	7	33.33 %
<u>Koengater, Kristian</u>	2	9.52 %
<u>Korpi, Charles W</u>	1	4.76 %
<u>Loftin, April</u>	1	4.76 %
<u>Loftin, Richard</u>	2	9.52 %
<u>Looper, Gerald</u>	1	4.76 %
<u>Mills, Josh d</u>	1	4.76 %
<u>Riley, Mike</u>	6	28.57 %
<u>Riley, Terrie</u>	6	28.57 %
<u>Roessler, Mike</u>	2	9.52 %
<u>Stevens, Robin</u>	1	4.76 %
<u>Thompson, Orbin</u>	1	4.76 %
<u>Weeks, William</u>	2	9.52 %
<u>Williams, John</u>	1	4.76 %
<u>Williams, Jose</u>	6	28.57 %
<u>Wilson, Timothy</u>	2	9.52 %
Sum of Individual Responses	56	
Total Incidents for Date Range	21	

Exhibit I

Galveston County Emergency Services No. 2

Balance Sheet

As of November 30, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
6680 Checking Texas First	388,441.71
6681 Savings - Texas First Bank	2,504.71
6682 - TexStar Capital	126,697.16
6682 - TexStar Emergency	1,084,667.27
6682 - TexStar Savings Account	1,245,060.32
6683 Texas First - Billing Rev. Acc.	102,240.21
Total Bank Accounts	\$2,949,611.38
Accounts Receivable	
1100 Grant Receivable	500.00
Total Accounts Receivable	\$500.00
Other Current Assets	
1110 Property Taxes Receivable	72,507.35
1111 Deferred Portion of Taxes Rec.	-70,716.36
1112 Deferred Ambulance Billings	-44,701.09
1120 Sales Tax Receivable	372,182.67
1125 Other Assets	5,370.62
1126 EMS Receivable	447,459.85
1126.1 Allowance for EMS receivables	-402,309.81
1127 Cash with Agent	23,999.61
12100 Inventory Asset	260.00
Total Other Current Assets	\$404,052.84
Total Current Assets	\$3,354,164.22
Fixed Assets	
1140 Non-depreciable assets	720,453.03
1150 Depreciable Assets	0.00
5021 Motorized Rescue Equipment	0.00
Total Fixed Assets	\$720,453.03
TOTAL ASSETS	\$4,074,617.25

Galveston County Emergency Services No. 2

Balance Sheet

As of November 30, 2023

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
1700 Accrued Expenses	15,052.46
2111 Direct Deposit Liabilities	567.00
24000 Payroll Liabilities	228.57
2405 Payroll Accrual	0.00
Loan Payable - Texas Advantage	0.00
Total Other Current Liabilities	\$15,848.03
Total Current Liabilities	\$15,848.03
Long-Term Liabilities	
7900 Govt Capital Loan Issuance	301,776.00
Total Long-Term Liabilities	\$301,776.00
Total Liabilities	\$317,624.03
Equity	
30000 Opening Balance Equity	0.00
32000 General Fund Balance	3,937,063.37
Net Investment -Capital Assets	0.00
Net Income	-180,070.15
Total Equity	\$3,756,993.22
TOTAL LIABILITIES AND EQUITY	\$4,074,617.25

Galveston County Emergency Services No. 2

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

October 2023 - November 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
1000 Property Tax Collections	196,770.89	1,370,000.00	-1,173,229.11	14.36 %
1002 Sales Tax Revenue	322,247.61	1,500,000.00	-1,177,752.39	21.48 %
1004 Emergency Service Billing	208,384.76	200,000.00	8,384.76	104.19 %
1010 Other Revenue	422.08		422.08	
1020 Interest Income - Bank	23,418.08	60,000.00	-36,581.92	39.03 %
Total Income	\$751,243.42	\$3,130,000.00	\$ -2,378,756.58	24.00 %
GROSS PROFIT	\$751,243.42	\$3,130,000.00	\$ -2,378,756.58	24.00 %
Expenses				
2000 Auditing		12,000.00	-12,000.00	
2010 Accountant Fees	4,243.75	15,000.00	-10,756.25	28.29 %
2110 Software Services	6,862.33	9,650.00	-2,787.67	71.11 %
2200 Legal Fees	8,350.00	27,000.00	-18,650.00	30.93 %
2210 Professional Fees Other	4,005.00	65,000.00	-60,995.00	6.16 %
2320 Office Equipment		2,000.00	-2,000.00	
2420 Insurance-Liability	400.00	6,000.00	-5,600.00	6.67 %
2440 Insurance - Workers Comp		0.00	0.00	
2450 Bond		400.00	-400.00	
2500 Travel Expense	674.66	3,000.00	-2,325.34	22.49 %
2510 Mileage reimbursement/tolls		12,000.00	-12,000.00	
2610 Payroll Taxes	1,929.44	14,000.00	-12,070.56	13.78 %
2630 Salary	29,208.20	178,500.00	-149,291.80	16.36 %
2650 Employee Medical/Benefits		9,200.00	-9,200.00	
2660 Retirement		10,000.00	-10,000.00	
2700 Dues and Subscriptions	250.00	1,900.00	-1,650.00	13.16 %
2710 Conferences	3,720.95	3,500.00	220.95	106.31 %
2820 CB Telephone & Comm	1,550.09	8,800.00	-7,249.91	17.61 %
2830 CB Electric	1,631.12	19,500.00	-17,868.88	8.36 %
2840 CB Sewer/Water/Garbage	2,304.93	5,600.00	-3,295.07	41.16 %
2850 CB Propane		2,500.00	-2,500.00	
2920 Tax Collection Expenses	690.80	5,000.00	-4,309.20	13.82 %
2930 County Appraisal Fees (CAD)	2,708.04	10,500.00	-7,791.96	25.79 %
3010 Crystal Beach VFD	2,435.00	58,250.00	-55,815.00	4.18 %
3020 High Island VFD	6,072.14	84,720.00	-78,647.86	7.17 %
3030 Port Bolivar VFD	5,617.05	71,850.00	-66,232.95	7.82 %
3040 EMS		0.00	0.00	
42110 Software Services	9,899.50	16,000.00	-6,100.50	61.87 %
42210 Professional Fees - Other	175.00	5,000.00	-4,825.00	3.50 %
42250 Medical Director Fees	4,500.00	18,000.00	-13,500.00	25.00 %
42310 Office Supplies/Station Supplie	2,292.46	13,000.00	-10,707.54	17.63 %
42320 Office Equipment		5,000.00	-5,000.00	
42330 Medical Supplies	4,473.58	90,000.00	-85,526.42	4.97 %
42430 Insurance - Auto/Boat	2,312.51	45,000.00	-42,687.49	5.14 %

Galveston County Emergency Services No. 2

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

October 2023 - November 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
42440 Insurance Workers Comp		45,000.00	-45,000.00	
42500 Travel		1,000.00	-1,000.00	
42510 Mileage reimbursement/Tolls		500.00	-500.00	
42610 Payroll Tax Expenses	17,624.07	125,000.00	-107,375.93	14.10 %
42630 Salary & Hourly Employees	241,452.64	1,620,000.00	-1,378,547.36	14.90 %
42640 Payroll Services		9,000.00	-9,000.00	
42650 Employee Medical/Benefits	24,185.18	190,000.00	-165,814.82	12.73 %
42660 Retirement		275,000.00	-275,000.00	
42720 License & Permits	245.95	3,000.00	-2,754.05	8.20 %
42730 Public Relations		500.00	-500.00	
42740 Good of the Department	646.90	2,500.00	-1,853.10	25.88 %
42820 Telephone & Communication	1,331.21	13,000.00	-11,668.79	10.24 %
44000 EMS Equipment	3,790.72	23,000.00	-19,209.28	16.48 %
44050 Ambulance/Vehicle Repair		0.00	0.00	
44100 Equipment Maint/Repair	1,873.56	10,000.00	-8,126.44	18.74 %
44200 Fuel	11,657.46	28,000.00	-16,342.54	41.63 %
44210 Oxygen	1,604.10	4,500.00	-2,895.90	35.65 %
44300 Radio Usage		3,000.00	-3,000.00	
44500 Training	7,459.00	25,000.00	-17,541.00	29.84 %
44600 Medical Exams	90.00	750.00	-660.00	12.00 %
44610 Background Checks	855.00	1,000.00	-145.00	85.50 %
44620 Recruiting		500.00	-500.00	
44800 Uniforms	6,635.60	12,500.00	-5,864.40	53.08 %
44900 Vehicle Maint. & Repair	17,257.50	62,000.00	-44,742.50	27.83 %
46010 Port B - Rent	6,900.00	13,800.00	-6,900.00	50.00 %
46020 Port B - Utilities	1,802.83	5,000.00	-3,197.17	36.06 %
Total 3040 EMS	369,064.77	2,665,550.00	-2,296,485.23	13.85 %
4050 ESD Fire Equipment/Repair		25,000.00	-25,000.00	
5000 Fleet Vehicles	51,487.50	80,000.00	-28,512.50	64.36 %
5010 Rescue/Medical	20,376.52	191,273.84	-170,897.32	10.65 %
5020 Fire Fighting (PPE)		0.00	0.00	
5022 CB Fire Truck Note/Payment		64,937.64	-64,937.64	
5030 Boat		4,500.00	-4,500.00	
5060 New Ambulance&Remounts	396,959.35	535,000.00	-138,040.65	74.20 %
Uncategorized Expense	0.00		0.00	
Total Expenses	\$920,541.64	\$4,202,131.48	\$-3,281,589.84	21.91 %
NET OPERATING INCOME	\$-169,298.22	\$-1,072,131.48	\$902,833.26	15.79 %
NET INCOME	\$-169,298.22	\$-1,072,131.48	\$902,833.26	15.79 %

Galveston County Emergency Services No. 2 Check Detail

November 16 - December 13, 2023

6680 Checking Texas First

Date	Transaction Type	Num	Name	Memo/Description	Amount
11/28/2023	Check	20573		Check 20573	-\$,000.00
11/27/2023	Check	3671	Montrose Auto Group		-\$1,487.50
12/13/2023	Check	3672	Kent Alan Harkey MD, PLLC		0.00
12/13/2023	Check	3672	Kent Alan Harkey MD, PLLC		-\$1,500.00
12/13/2023	Check	3673	Joshua C. Heinz		-\$1,000.00
12/13/2023	Check	3674	Crystal Beach VFD		-\$2,435.00
12/13/2023	Check	3675	Port Bolivar VFD		-\$3,833.28
12/13/2023	Check	3676	High Island VFD		-\$2,655.51
12/13/2023	Check	3677	Axon Education, LLC		-\$5,000.00
12/13/2023	Check	3678	Sparklette & Sierra Springs		-\$87.91
12/13/2023	Check	3679	Stericycle		-\$213.57
12/13/2023	Check	3680	Zitech		-\$950.00
12/13/2023	Check	3681	Frazer		-\$8,750.00
12/13/2023	Check	3682	The Standard		-\$308.95
12/13/2023	Check	3683	VFIS		-\$357.02
12/13/2023	Check	3684	Baptist Health Training Center		-\$80.00
12/13/2023	Check	3685	Threadbearer		-\$2,763.55
12/13/2023	Check	3686	SAFE-D		-\$1,100.00
12/13/2023	Check	3687	United Data Technologies, Inc.		-\$330.00
12/13/2023	Check	3688	Stryker Sales, LLC (DBA Stryker Flex Financial)		-\$10,188.26
12/13/2023	Check	3689	Cyber One Solutions		-\$257.10
12/13/2023	Check	3690	Bandaid Express		-\$3,050.00
11/14/2023	Check	3691	GCM, The Big Store		77.12
11/14/2023	Check	3692	GCM, The Big Store		288.62
12/13/2023	Check	3693	Christopher's Speedy Lube		-\$609.00
12/13/2023	Check	3694	Benckenstein & Oxford		-\$675.00
12/13/2023	Check	3695	Vidal Accounting, PLLC		-\$1,242.50
12/13/2023	Check	3696	O'Reilly Automotive, Inc.		-\$349.75
12/13/2023	Check	3697	Coastal Welding		-\$746.50
12/13/2023	Check	3698	VFIS		-\$400.00
12/13/2023	Check	3699	D & H Bolivar Rentals		-\$3,453.82
12/13/2023	Check	3700	First ARriving IO, Inc.		-\$1,419.34
12/13/2023	Check	3702	Bound Tree Medical, LLC		-\$1,183.00
12/13/2023	Check	3703	Clutch		-\$750.00
12/13/2023	Check	3704	Visa		-\$3,315.35