

**POSTED****Vicinta Stafford
Burnet County Clerk**

By Natalie Chapa at 1:09 pm, Feb 08 2024

**BURNET COUNTY EMERGENCY SERVICES DISTRICT #2
P.O. BOX 249
BUCHANAN DAM, TEXAS 78609-0249
NOTICE OF REGULAR MEETING**

In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of a Regular Meeting of the Board of Emergency Services Commissioners of Burnet County Emergency Services District No. 2, to be held on Thursday, February 15, 2024, at 6:00 p.m. at the Cassie VFD Station located at 3900 RR 690, Burnet, Texas, 78611. This agenda is posted in the Burnet County Courthouse and on the [Burnet County \(burnetcountytexas.org\)](https://burnetcountytexas.org) website.

The following agenda items will be discussed, considered and action taken as appropriate:

AGENDA

1. Call meeting to order. (Barclay)
2. Establish a quorum. (Barclay)
3. Pledge of Allegiance. (Barclay)
4. Invocation. (Barclay)
5. Welcome guests. (Barclay)
6. Comments from the Board and Public not scheduled on the agenda may be made. However, no action can be taken on these items and the Board will not debate the comments at this meeting. Comments regarding specific agenda items should occur when the item is called. There is a 2-minute speaking limit.
7. Discussion and/or action regarding hiring Contract Administrative Assistant (Barclay)
 - Introduction of Candidate: Megan Paz
 - Term – time of affirmation to September 30, 2024,
 - Necessary access to CVFD Computer and Kitchen area
 - Necessary email and access to ERS and Burnet County website
8. Budget change to reflect Contract Administrative Assistant (Barclay/Lee)
 - Contract Position
 - Necessary equipment – External Hard Drive
9. Accept minutes from the January 18, 2024 meeting. (Barclay)
10. ESD #2 Treasurer Report. (Lee)



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11. Discussion and/or action regarding the disbursement of funds. (Lee)
12. Report from the Cassie Volunteer Fire Department.
 - A. Report of VFD (Chief Curtis/Asst. Chief Schoenfeld)
 1. Number of calls.
 2. Training, etc.
 3. Other department activity or concerns.
 - B. Cassie VFD Financial Report (L. Schneider)
 - C. Discussion and/or approval of Capital Expenditures for Cassie VFD, if applicable.
(Curtis)
13. Report and discussion and/or action from Joint Task Force (Barclay, Proffer, Curtis, Schoenfeld)
14. Discussion and/or action to authorize Cassie Volunteer Fire Department to sell Engine #1.
15. Discussion and/or action to set up a Special Meeting for Long-Term Budget Planning.
16. Administrative update of the Sales Tax Program for ESD #2 including update on reports from HdL. (Barclay)
17. Discussion and/or action regarding ESD Offices. (Barclay)
18. Discussion and/or action to appoint Officers with duties to sign checks and account access for FSB Burnet and Texas Class.
19. Discussion regarding upcoming SAFE-D Conference, February 22-24, 2024
20. Cybersecurity Training - [Cybersecurity Awareness Training \(youtube.com\)](https://www.youtube.com/watch?v=...); complete and send a letter documenting your compliance to Commissioner Barclay by May 15, 2024.
21. Compliance report for filing Special Purpose District Report with the State Comptroller.
(Barclay)
21. Calendar of events for March 2024. (Barclay)
 - A. Standing Agenda Items.
 - B. Discussion regarding information garnered at SAFE-D Conference.



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22. Next meeting, at 8:30 a.m. on Friday, March 29, 2024.

23. Adjourn

Sharon K. Barclay
President
Burnet County Emergency Service District No. 2
Burnet County, Texas