



NORTH HAYS COUNTY, TEXAS



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EMERGENCY SERVICES DISTRICT #1

DISTRICT ADMINISTRATOR

EXECUTIVE SEARCH PROVIDED BY STRATEGIC GOVERNMENT RESOURCES

NHCESD1 MISSION:

Provide the highest quality emergency services for the most reasonable cost to the residents of North Hays County ESD 1.

To achieve its mission, the District is on an endless mission to achieve a high level of customer service to the community. The dedication of department employees to achieve the mission is second to none.

EMERGENCY SERVICES DISTRICT #1

North Hays County Emergency Services District #1(NHCESD1) is the emergency medical services provider for the northern portion of Hays County, including the communities of Dripping Springs, Driftwood, and Henly. NHCESD1's service area covers 244 square miles, and it serves a resident population of 30,000-35,000. The annual budget of the District is approximately \$2 million. The annual calls for service are approximately 1,500.

As first responders for communities in the service area, the District's mission encompasses the goal to preserve human life and provide the best quality of medical care expected by our citizens. Upon arrival, the District's highly trained, certified emergency medical technicians and paramedics provide the critical and timely care needed and, if necessary, transportation of customers (patients) to an appropriate medical facility.

NHCESD1 operates two active Mobile Intensive Care Units (MICU 24 hours a day and one demand (backup) unit that operates during peak times. These ambulances assist first responders with providing a very high level of care and are stocked with some of the most advanced equipment available, tailored specifically for our district's size and distance and from our region's primary trauma-capable medical facilities, Dell Seton Medical Center or Dell Children's Medical Center of Central Texas.

Emergency medical services are provided through a contract with the nonprofit organization San Marcos Hays County EMS. NHCESD1 does not provide either firefighting or rescue services. North Hays County ESD No. 6 provides fire and rescue services, but not Emergency Medical Services, for nearly the same geographical area as ESD1. ESD1 and ESD6 work closely together to best meet the emergency and non-emergency needs of the residents they serve.



SERVICE AREA:
244 SQUARE
MILES



**SERVICE AREA
POPULATION:**
30,000-35,000



**YEARLY
BUDGET:**
\$2 MILLION



**YEARLY CALLS
FOR SERVICE:**
APPROX. 1,500

EMERGENCY SERVICES DISTRICT #1 CONTINUED

NHCESD1 is overseen by five emergency service district commissioners who are appointed by the Hays County Commissioners Court and are residents of the District. Emergency service district commissioners for NHCESD1 serve two-year terms as provided under Section 775.034 of the Texas Health and Safety Code. All District commissioners are volunteers.

Commissioners of the NHCESD1 also serve as officers for the District and as committee members. District commissioners receive training in the operation of political subdivisions, including training by the State Attorney General's Office on the Open Meetings Act and the Open Records Act. Additionally, commissioners receive training from the Texas State Association of Fire and Emergency Districts (SAFE-D) in order to carry out their duties competently.

ABOUT THE POSITION

The District seeks an Administrator who will be a hands-on leader who is fully engaged with the entire team, including all regional partners, and will be dedicated to achieving the District's mission and future vision.

Essential duties:

- Manage all aspects of the contract with the service provider to ensure the mission of ESD 1 is met
- Provide executive level research on a variety of issues and proposed policy recommendations to the Board of Commissioners to address current and future needs
- Manage capital planning to meet current and future needs
- Serve as the primary ESD 1 representative with the EMS Chief, appropriate management, and Board
- Prepare for and staff all ESD 1 Board of Commissioner meetings
- Develop and maintain effective relationships with public safety partners, county administration, community management, and residents within the ESD 1 service area
- Manage, oversee, and ensure contract/agreement compliance with work related to building renovation, maintenance, and upkeep
- Monitor and recommend long-range plan updates as needed, including the modification and other organizational elements influenced by the long-range plan



THE COMMUNITY

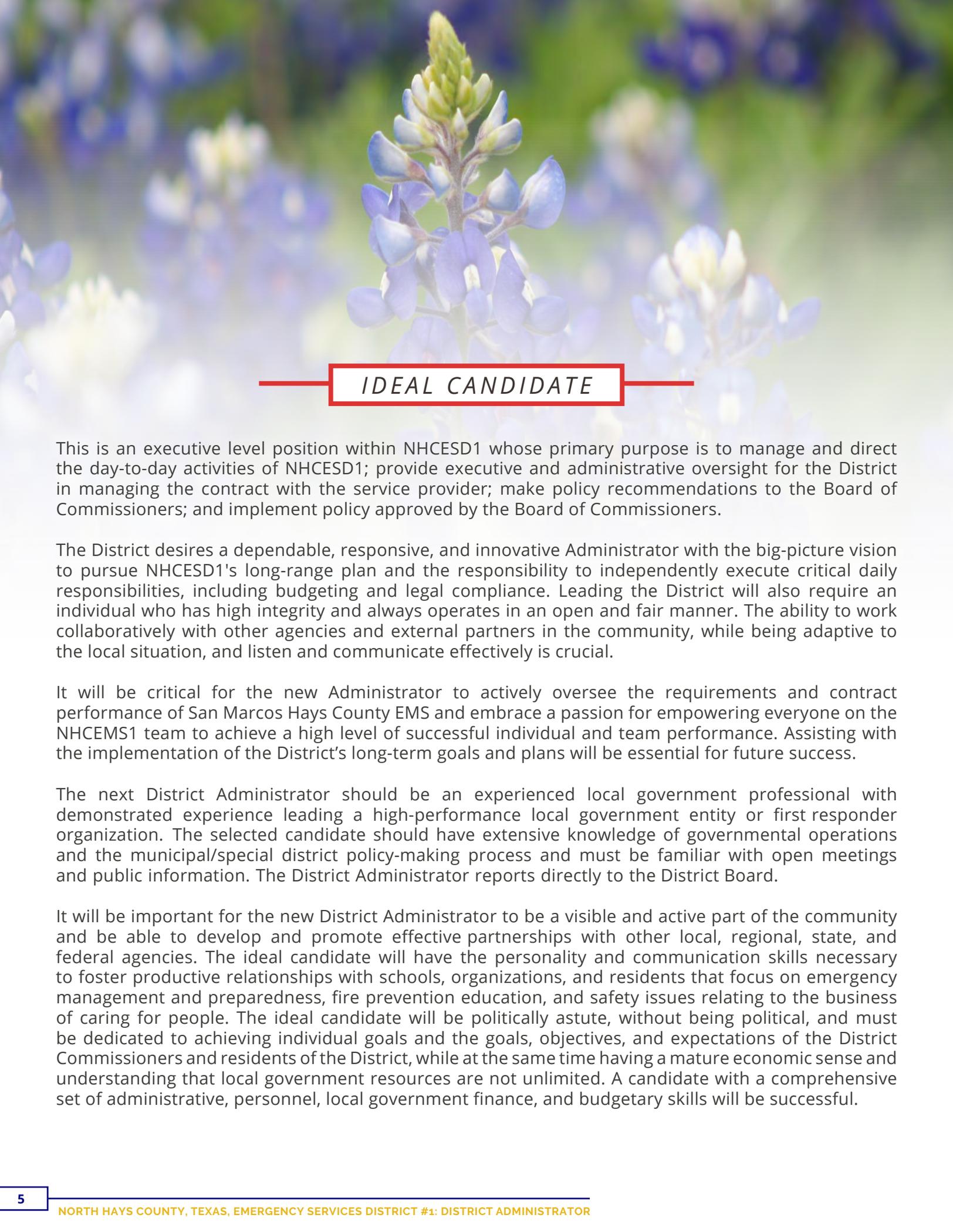
The District administrative office is located in Dripping Springs, a growing community well-known as the “Gateway to the Hill Country.” The city, and the surrounding area, is ideally situated in a scenic, historically rich area that offers picturesque views of rolling hills, spring-fed creeks, majestic oak trees, and abundant wildlife. The city offers an outstanding quality of life, exemplary schools, beautiful parks, and a broad range of recreational activities. Dripping Springs is a Certified Scenic City and is home to spectacular natural wonders, cultural treasures, unique shopping, eclectic live music venues, exciting rodeos, a plethora of wineries, craft breweries and local distilleries, and legendary hospitality. While residents enjoy all the perks of small-town living, Austin and its world-class amenities are conveniently located just 23 miles away.



LEADERSHIP AND INNOVATION

With the financial resources in relatively solid shape, the current and future challenge for the District is to continue to provide the high level of service to residents, with the population expected to double over the next eight-nine years. The successful candidate needs to be ready to challenge the current paradigm of only providing service by adding more ALS units. The location of stations will be a priority over the next ten years. With the county building a new dispatch center and organization, ensuring that they provide service that addresses the long transport times to hospitals, there is an opportunity for significant improvement.

While all the above opportunities and challenges and the mission of providing the best EMS service for the most effective cost, the primary role of the District Administrator is to successfully lead and manage the operation of the ESD. The ESD provides the revenue to support the EMS service, selects the optimum model for provision of service, and the provider for that service, and then monitors the performance of that provider. Paralleling this is the preparation of the annual budget and long-range-plan. A myriad of other administrative and operational tasks is also part of the responsibilities. Outreach to the community is a component that is important to increase the awareness of the ESD.



IDEAL CANDIDATE

This is an executive level position within NHCESD1 whose primary purpose is to manage and direct the day-to-day activities of NHCESD1; provide executive and administrative oversight for the District in managing the contract with the service provider; make policy recommendations to the Board of Commissioners; and implement policy approved by the Board of Commissioners.

The District desires a dependable, responsive, and innovative Administrator with the big-picture vision to pursue NHCESD1's long-range plan and the responsibility to independently execute critical daily responsibilities, including budgeting and legal compliance. Leading the District will also require an individual who has high integrity and always operates in an open and fair manner. The ability to work collaboratively with other agencies and external partners in the community, while being adaptive to the local situation, and listen and communicate effectively is crucial.

It will be critical for the new Administrator to actively oversee the requirements and contract performance of San Marcos Hays County EMS and embrace a passion for empowering everyone on the NHCEMS1 team to achieve a high level of successful individual and team performance. Assisting with the implementation of the District's long-term goals and plans will be essential for future success.

The next District Administrator should be an experienced local government professional with demonstrated experience leading a high-performance local government entity or first responder organization. The selected candidate should have extensive knowledge of governmental operations and the municipal/special district policy-making process and must be familiar with open meetings and public information. The District Administrator reports directly to the District Board.

It will be important for the new District Administrator to be a visible and active part of the community and be able to develop and promote effective partnerships with other local, regional, state, and federal agencies. The ideal candidate will have the personality and communication skills necessary to foster productive relationships with schools, organizations, and residents that focus on emergency management and preparedness, fire prevention education, and safety issues relating to the business of caring for people. The ideal candidate will be politically astute, without being political, and must be dedicated to achieving individual goals and the goals, objectives, and expectations of the District Commissioners and residents of the District, while at the same time having a mature economic sense and understanding that local government resources are not unlimited. A candidate with a comprehensive set of administrative, personnel, local government finance, and budgetary skills will be successful.



EDUCATION AND EXPERIENCE

A bachelor's degree from a regionally accredited college or university in public administration, public policy, emergency management, or a related field and 10 years of experience, five (5) years of which have consisted of management in a managerial position are required. Other candidates with a combination of experience and education that indicates the candidate can successfully perform in this public administrative position for this emergency medical services discipline will be given full consideration.

Knowledge of the budgetary process and local state laws relating to EMS policies and local and national EMS service delivery best practices is preferred. Possession of exceptional negotiating skills and a thorough knowledge of budgeting and contract administration procedures are required.

COMPENSATION AND BENEFITS

NHCESD1 offers a competitive salary depending on qualifications and experience. A full range of leave and insurance benefits is also provided.





APPLICATION PROCESS

Please apply online at: <http://bit.ly/SGRCurrentSearches>

For more information on this position contact:

Bill Peterson, Senior Vice President

Strategic Government Resources

Bill@GovernmentResource.com

469-450-4442

To view the status of this position, please visit: <http://bit.ly/SGRCurrentSearches>

The NHCESD1 is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.

RESOURCES

**North Hays County Emergency Services
District No. 1**

northhayscountyesd1.org

City of Dripping Springs

cityofdrippingsprings.com

Dripping Springs Chamber of Commerce

drippingspringstx.org

Destination Dripping Springs

destinationdrippingsprings.com

Hill Country Visitor

hill-country-visitor.com

San Marcos Hays County EMS

smhcems.com

**Dell Seton Medical Center
at The University of Texas**

seton.net/locations/dell-seton

**Dell Children's Medical Center
of Central Texas**

dellchildrens.net

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