

NOTICE

CALLED BOARD MEETING PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT #1

MINUTES

A Called Session of the Palo Pinto County Emergency Services District # 1 Board met on the 21th day of April, 2016, at 3pm in the County Courtroom, Palo Pinto County Courthouse, Palo Pinto Texas.

The following subjects will be discussed, considered, passed, or adopted to-wit.

- Call to order and establish quorum-Vice-President Ryan Dunn called the meeting to order at 3:07pm. The following Commissioners were present:, Ryan Dunn, Bob McCormick and Carolyn Land. Ricky D. Jones did not attend the meeting.
- Public Comments – No one wanted to present information to the Board. Jim Harvey was in attendance. Mike Simpson reported that Jim Harvey saved the drone field trials by working on a diesel generator.
- Minutes of previous meeting-Land- Bob made a motion to approve the minutes of the last meeting as written. Carolyn second. Motion passed 3-0.
- Treasures report – Mistie & Jones
 - Approval of checks written since last meeting –No checks had been written since the last meeting.
 - Approval of accounts payable –The following invoices were presented for payment: Hutton Communications \$237.64, Midcom Inc. \$600, Karen Thompson \$225, Palo Pinto Co. Auditor \$5,846.56, Pro Power 59.40, Bennett Printing \$32.54, and Mike Simpson \$1,085.10.
 - Approve/Reject reconciliation of bank statements from previous month- Commissioners reviewed the bank statement and reconciliation sheet. Commissioners signed the back of the bank statement. Carolyn made a motion to pay all the invoices as presented and approve the reconciliation of the bank statement. A tax revenue report was also provided to Commissioners. Tax Appraisal office reports predict lower revenue from Oil and Gas for upcoming year.
 - 2015 Audit Report-Lynn Reasoner came into the meeting during this Agenda item. Misty reported that the Audit was complete. Arrangements were made for Mike Edgin to attend ESD #1 meeting on May 12, 2016 and present the results of the Audit to Commissioners. It was felt that May 23, 2016 would be the perfect date to make presentation to Commissioners Court. Dates of Commissioners Court were reviewed and who might be available to make presentation to the Court.
- Amend budget for 2016 as necessary. Misty reviewed revenue line item in Budget. Ryan made a motion to create General Administration Fund and place \$133, 650.09 in the fund. Also, move \$200 to supplies and postage and \$3,097 to Travel to ESD Workshop.
- Approve/Reject/Discuss Commissioners Court Order- Commissioners reviewed all documentation on the Order for funding to ESD #2. Discussion included the thought that to give back to the County \$18,000 would be the simplest solution. It was agreed that ESD #1 needed 3 items for a legal transfer:

Mutual Aid Agreement, ESD #2 needs a signed Contract with EMS service provider for their District and a one-time Funding Agreement between ESD #1 and ESD #2 for the \$18,000. It was believed that ESD #2 should provide those documents for ESD #1 consideration. Bob made a motion to write a letter to Commissioners Court with an explanation for reasons that ESD #1 cannot meet the Ordered deadline of May 1, 2016. The letter should be available for the April 25, 2015 Commissioners Court meeting. Ryan second. Motion passed 4-0. ESD #1 Commissioners agreed that they would try to attend the Commissioners Court on April 25, 2016.

- Report/Action Mike Simpson on County Communication Issues- FireNet is up and working correctly. Gordon and PK East have not had their radios approved. Electricity outage during recent storms has created a problem. Some of the batteries are failing due to over use when there is no electricity. A Communication Budget review seemed to be enough to purchase new AGM batteries. Completed training for Com T, Com L, and AUXCOMM. Mike will continue to work on Communication issues so that he can become a teacher in the future.
- Approve/Reject distribution of tax monies to Volunteer Fire Departments. The first Annual Report to be reviewed was Graford. VFIS Insurance was past due at the last meeting. Graford made a payment of \$2,500 to VFIS. Graford's balance with VFIS is \$6,534. Ryan made a motion to pay the balance of the VFIS insurance. This amount would be subtracted from future tax monies if funded at a later date since it was believed that Graford VFD is still contracted until July 1, 2016. Bob second. Motion passed 4-0.

Gordon VFD's Annual Report was reviewed. Not in compliance with radio frequencies, no checks register. Carolyn made a motion that we table Gordon Annual Report and try to call them and send letter. Bob second. Motion passed 4-0.

Santo VFD Annual Report did not have copies of checks, documentation for checks written, checks written for firefighting (volunteer status), no Contract, no Bucket & Boots and no HB 1295. Bob made a motion to table Santo's Annual Report. A call and letter will be sent.

Lone Camp VFD's Annual Report had over \$8,000 of EMS expenditure, County tax monies was not a separate listed item, check to Graham Regional Medical for \$643 were all questions. A discussion about separation EMS & VFD in the future will need to be done as soon as possible. No contract and no HB 1295. Carolyn made a motion to table Lone Camp and make a call and send a letter to answer questions. Bob second. Motion passed 4-0.

Strawn VFD Annual Report did not have checks or Contract. Bob made a motion to table Strawn and write letter and make calls of items needed.

- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars. No bids were submitted.
- Approve/Discuss training certificates for ESD Commissioners & future training-Commissioners were asked to provide their 2016 training certificates to Misty so she can collect them for next year's Audit. Lynn provided his training certificate. Room reservations for 2017 SAF-D conference have been made.
- Consideration rewriting criteria VFD Contracts and Annual Reports with Volunteer Fire Departments- Bob made a motion to table this Agenda item. Ryan second. Motion passed 4-0.
- Consider EMS Questionnaire/Contract/Annual Report Bob reported that he had talked to all 5 EMS. He had good discussions and information with each department. Judge is going to try to get on the

Hospital Board Agenda in June. Bob and Carolyn had a conversation about what will be included in his presentation.

- Discuss/Consider/Report on EMS for the County-McCormick & Dunn-More details from survey and data report will be available for the May 12, 2016 meeting.
- Report from Palo Pinto Emergency Manager-Chad Jordan-Chad did not attend meeting. Misty reported that a Wildland training session is planned for November 11,12,2016 for Palo Pinto County. Big publicity exercise event for Palo Pinto County. Dempsey will be used for staging. The COG wants to make the exercise mirror the PK Complex fires. Several small communities will be included in the event.
- Items submitted by Commissioners for discussion. Ryan reported that the Boat rescue Texas Interstate Mutual Aid System. Grass fires are also included in coverage. Funding and training are resources need to be investigated for future needs. There must be an interest shown for these specialists. Palo Pinto County has been declared a Disaster County after recent flooding.
- Set date for next meeting. Meeting for next meeting was set for May 12, 2016 at the Steve Perdue Center in Mineral Wells at 3pm.
- Adjourn- The meeting adjourned at 5:40pm.

Dated this the 23rd Day of April 2016

By Carolyn Land

Carolyn Land, Secretary

The Palo Pinto County Emergency Services District #1 Board reserves the right to adjourn into executive session at any time during the course of the meeting to discuss any of the item listed above, as authorized by Texas Government Code Section 551.073 [Consultation with Attorney], 551.072 [Deliberations about Real Property], 551.073 [Deliberations about gifts and donations], 551.074 [Personnel matters], 551.076 [Deliberations about security devices], and 551.086 Economic development]. Before any closed meeting is convened, the Presiding Officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting.