

NOTICE

CALLED BOARD MEETING PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT #1

MINUTES

Notice is hereby given that A Called Session of the Palo Pinto County Emergency Services District # 1 Board met on the 12th day of May, 2016 at 3:00 PM at the Steve Perdue Training Center, 300 South Oak, Mineral Wells, Texas.

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

- Call to order and establish quorum.-President Lynn Reasoner called the meeting to order at 2:56pm. The following Commissioners were present Lynn Reasoner, Ricky Jones, Ryan Dunn, Bob McCormick and Carolyn Land. Forrester Simmons, Mike Edgin, Chayla Reasoner, Jim Harvey and Scott Parrish.
- Public Comment- The meeting was opened for public comment. Each visitor made introductions. There were no comments.
- Approve Minutes of previous meeting's-Ricky made a motion to approve the minutes as written. Bob second. Motion passed 5-0.
- Report Audit 2015-Mike Edgin to give presentation on 2015 Audit-Mike Edgin was present to review Audit report. He provided a handout and made a presentation. Mike explained details of the Audit. Findings on each page were explained and discussed. Report must be made to Commissioners Court by June 1, 2016. Carolyn agreed to call Commissioners Court and request to be on the Agenda for the May 23, 2016. Ricky has agreed to make the presentation to the Court. Suggestion for future Audit include: A chart of accounts in Quick Books needs to be established with explanation. Budget for next year needs to be adopted in July and the tax rate set in August. Signatures on checks need to be Treasurer/ Asst. Treasurer and President/ Vice President. Budget variance need to be reported in minutes. Carolyn made motion to approve the Audit. Ricky second. Motion passed 5-0.
- Report/Consider/Update- The Amended Order & paperwork ESD #2- ESD #1 Commissioners reviewed Mutual Aid Agreement that was signed by ESD #2 dated April 23, 2016. The Mutual Aid Agreement was questioned because ESD #2 has not contracted with an EMS provider. It was suggested that ESD #2 had offered contract to Santo EMS. ESD #1 had no proof ESD #2 had a contract for EMS service. It was strongly believed that an Interlocal for funding and/or Funding Agreement had to be signed by both ESD #1 and ESD #2. Language in Commissioners Court minutes dated March 28, 2016 and Amended Order dated April 25, 2016 were compared. ESD #1 agreed that they are not opposed to giving ESD #2 \$18,000 but feel 3 documents are needed. Bob made a motion that ESD #1 needs to receive 3 documents, Interlocal Funding agreement with receipts, EMS Provider Service Agreement and Mutual Aid contract. Until these 3 documents are received ESD #1 will not write \$18,000 check to ESD #2. Ricky second. Motion passed 5-0 unanimously Lynn asked that a letter be sent to ESD #2 and copied to Commissioners Court.
- Approve/Reject distribution of tax monies to Volunteer Fire Departments-Lone Camp provided all the requested material. Ricky made motion to distribute tax monies to Lone Camp. Bob second. Motion passed 5-0. Strawn VFD provided check register and signed Contract. Carolyn made a motion to distribute tax funds to Strawn VFD. Ryan second. Motion passed 5-0. Gordon did not send any requested information. Santo provided no requested material. Graford provided no material. PK West Annual report was reviewed. No check register was found. The signed Contract was changed to reflect PK West thoughts on "Mutual Aid". Changing a name on a contract was acceptable but not the language in the contract. Commissioners agreed that they cannot rewrite contract for just one department. Carolyn made a motion to type the correct name on the

contract and sent it back to PK West for their consideration and signature and request check register. Ricky second. Motion passed 5-0. Check register and Annual Report cover page will be included in letter to PK West Side and a call made. Mineral Wells VFD report was tabled until the next meeting.

- Report/Consider/Discuss County Wide EMS-McCormick & Dunn- Bob reported he had visited with all 5 EMS coordinators. Bob explained that we are going to talk about County EMS as a County wide EMS situation. It was considered unique that ESD has gone to all County EMS and asked for input. PK East has 9 licensed EMS. Response time is a real issue for the entire County. Volunteer personal are not always available. Daytime coverage seems to be the place to begin. EMS Personal needs to be qualified. Non-emergency calls are an issue. Financial issues remains at the top of issues that need to be addressed. PK East is doing a lot of training but how do we keep those trained in Palo Pinto County. Charging for EMS services seems to be necessary. Forester Simmons voiced his disagreement for charging. It was pointed out that the County could become a County wide Provider Service. Input from all parts of the County will be necessary for a solution to be found.
- Report EMS Funding Agreement & EMS Annual Reports-Carolyn reported that the County will still pay liability insurance for each ambulance. Each EMS needs to submit their liability insurance invoice to the County and a letter requesting the reimbursement for \$550 per ambulance.
- Items submitted by Commissioners for discussion.
- Set date for next meeting. The date of the next ESD #1 meeting will be May 19, 2016 at 3pm in Court House, Palo Pinto, Texas. Meetings in June should be scheduled for June 9 & 23.
- Adjourn The meeting was adjourned at 5:40pm.

Dated this the 14th Day of May 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.