

# 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 15th day of December, 2016, at 3pm in the County Courtroom, Palo Pinto County Courthouse, Palo Pinto Texas.

The following subjects were discussed, considered, passed, or adopted to-wit:

- Call to order and establish quorum. Treasurer Ricky Jones called the meeting to order at 3:04pm. Commissioners present were Ricky D. Jones, Doug Jordan, and Carolyn Land. Lynn Reasoner and Bob McCormick came into the meeting during the Treasurer report.
- Public Comments- No one wanted to address the Board. Visitors present Mike Henderson, Shane Long and Tommy Nicklas.
- Minutes of previous meeting- Land-Doug made a motion to approve the minutes as written. Ricky second. Motion passed 3-0.
- Approve /Reject bids from Fire Departments and EMS for equipment purchased in excess of \$50,000.00 dollars- No department submitted bid information.
- Treasures report –Mistie provided the following report:
  - Approval of checks written since last meeting –No checks were written since the last meeting.
  - Approval of accounts payable –The following invoices were submitted for payment: MidCom \$600(program PK East VFD Radios) and VFIS \$633. A draft notice was received from Circular Energy for \$56.29. Carolyn made a motion to pay invoices as submitted. Ricky second. Motion passed 5-0. Both Lynn and Bob came into the meeting during this Agenda item.
- Amend budget for 2016 as necessary- No 2016 amendments were considered.
- Discuss/Amend 2017 Budget-Mistie outlined the following amendments for the 2017 Budget: Palo Pinto County approved funds totaled 402,000. Thirty-six thousand dollars was requested from the 2016 budget year and sent to Mineral Wells EMS for their service in the County. Remaining County funds totaling \$366,000 will be distributed by adding to increase EMS line item by \$316,000 and create a consultant line item by \$32,000 create legal line item for \$18,000. Also, increase Mineral Wells Tax Increment Reinvestment by \$600 and subtracted \$600 from the Contingency fund. Ricky made a motion to accept the budget amendments as presented. Doug second. Motion passed 5-0.
- Approve/Reject distribution of tax monies to Volunteer Fire Departments. Carolyn provided a signed Contract from the PK East VFD. In a review of PK East items, they have turned in Annual Report, HB 1295 and had all hand-held radios programed. The only item that still needs attention are the radios in the trucks. Mike was not able to accomplish that task on the initial visit because he had not brought the appropriate cable. He stated he will return to PK East after the first of the year to program the 4 truck radios. After Board discussion, Ricky made a motion to pay P K East \$50,000. Bob second. Motion passed 5-0.
- Discussion with Possum Kingdom Lake VFD Board regarding funds-No PK East Board members were present.
- Consider/Approve/ Discuss Graford Emergency Service Request for radio funds- Graford Emergency Fire Board President brought a letter requesting funds for radios. President Tommy Nicklas represented the Department in presenting a letter requesting funds. Chad spoke to Board about what is available from Grants and the Forest Service. Carolyn provided a price list from Mike Simpson for a Kenwood radio from American Communication with a price list. Bob made a motion to purchase through American Communication 16 radios for a total fund

request including additional battery of \$5,900.00. Doug second. Motion pass 5-0. Further discussion included concerns with Graford EMS responses.

- Consider/Discuss 911 calls and Response- Mistie reported that she can now generate 911 monthly reports because of computer update. Mineral Wells VFD will have their information sent to Mistie since Mineral Wells Dispatch dispatches them instead of the Sheriff's Department. Mistie also outlined the spreadsheet she will be able to generate from the new computer program. Strawn VFD reported to Ricky that they are having problems reporting their calls to TEXFIRS or the Texas Forest Service. Ricky seemed to think helping them might simply be getting someone to help with computer issues. Chad suggested that the entire County might need to get on Fire House. Fire House would make necessary reports and keep all reports uniform in the County. Chad believed that it would help him to keep up with all reports. Mistie will schedule a presentation in the future. Lynn discussed issues with Graford EMS and 911 responses.
- Consideration rewriting criteria VFD Contracts and Annual Reports with Volunteer Fire Departments-Lynn discussed membership in SFFMA. He felt Department membership should be paid by ESD. Training with Weatherford College is separate training but will count toward SFFMA certified training. Commissioners discussed the importance of training. Training records can be asked for at any time during the year will be added to Annual Report.
- Discuss/ Consider final draft for County EMS Contract and Annual Report- Both the Contract and Annual Report seem to be ready.
- Report from Palo Pinto Emergency Manager-Chad Jordan Report- Chad attended the meeting. He had no formal report.
- Consider/Discuss County Wide VFD/EMS efforts with Matrix Consulting Group- Mistie had a report from Matrix that indicate all Departments were cooperating with interviews. He seems to have scheduled most of the Departments. Lynn indicated that Lone Camp might have a new Fire Chief soon.
- Discuss "Name" on Palo Pinto County Tax Invoice- Stacy in the County Tax-Collector office reported that they ran a computer program to test changing the ESD name on the Tax Statement. She was able to provide a test Tax statement showing "ESD 1 Emergency Service Dist #1". Commissioners agreed this should satisfy the questions about who is collecting ad valorem taxes.
- Discuss/ Consideration joining Safe-D and Registering for March Training Conference-Carolyn made a motion to join Safe-d with dues of \$1,100 and pay for 5 Commissioners plus Administrative Assistant registration enrollment in Safe-d Conference scheduled for March 9-11, 2017. Ricky second. Motion passed 5-0.
- Set date for next meeting. Commissioners reviewed the January 2017 calendar and set January 5 and 19, 2017.
- Adjourn- The meeting adjourned at 4:47pm.

Dated this the 17<sup>th</sup> Day of December 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.