

# NOTICE

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## 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 21st day of June, 2017, 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 Doug Jordan called the meeting to order at 3:01pm. Commissioners present were Doug Jordan, Michael Henderson, and Carolyn Land.
- Public Comments and Announcements- No one wanted to address the Board
- Minutes of previous meeting-Land- Michael made a motion to approve the minutes as written. Carolyn second. Motion passed 3-0.
- Treasures report – Mistie & Jones
  - Approval of checks written since last meeting -No checks were written since the last meeting
  - Approval of accounts payable – Three invoices were submitted for payment: Midcom \$600, Draft Pro Power \$59.85 and Matrix \$4,244.00. Doug made a motion to pay the invoices. Michael second. Motion passed 4-0.
  - Approve/Reject reconciliation of bank statements from previous month-Carolyn made a motion to approve the reconciliation of the bank statement. Doug second. Motion passed 4-0
- Amend budget for 2017 as necessary. QuickBooks requires subaccounts under the original account Distributions to VFD's. This allows for budgeting for each department. \$50,200 was allotted for each department with the exception on Santo VFD for \$70,200. The remaining funds is in Distributions to VFD's – Other. The same situation occurred with Distributions to EMS Entities. Each department was allotted \$18,000 with the remaining under Distributions to EMS Entities – Other. Mistie explained many of the changes with the new complete program and everything is up to date. Print out of the Budget does have a new look. Doug made a motion to approve the amended Budget. Michael second. Motion passed 4-0.
- Presentation by Burt Witherspoon from Sacred Heart EMS- Burt spoke to the Board about their interest in Palo Pinto County. Burt asked who was the person that is responsible for the EMS on daily basis in the County. He felt that this was a requirement of the State. He went on to ask questions about EMS coverage for various areas in Palo Pinto County. Michael made a motion to request a proposal from Sacred Cross to provide EMS service for the County. Doug second. Motion passed 4-0.
- Report/Discuss Matrix Consulting Report-Robert Finn- Robert reviewed the financial information that had been requested. Lynn came into the meeting during this agenda item. Matrix contract included ongoing support to help ESD and the County work through EMS and VFD updates. The Matrix report was accepted as the final version. In accounts payable, the final Matrix invoice was paid in full. ESD Commissioners will take the final Matrix report to County Commissioners Court.
- Approve/Reject/Discussion distribution of tax monies to Volunteer Fire Departments. -It was agreed to table consideration of Mineral Wells VFD.
- Approve/Reject/Discussion distribution of tax monies to EMS Departments-This agenda item was tabled.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars. No bids were submitted for consideration.

- Consider rewriting criteria EMS Contract and Annual Report- There was discussion about the need for an EMS contract. A termination clause in a contract might need to be included. Mistie informed the Board that Kelli Carlton was out until end of June. Commissioners agreed that an extension on the EMS deadline for submitting Contract and Annual Report to the Board for consideration. An extension date of November 1, 2017 was suggested. This would give ESD time to work through ESD Budget for 2018, set a tax rate and continue discussion about EMS service.
- Discuss/Consider/Report on Graford & Tri Cities EMS status- Tri Cities EMS has turned in their Annual Report. Commissioners agreed to table consideration at this point.
- Report from Palo Pinto Emergency Manager-Chad Jordan- Chad was not in attendance.
- Discuss/ Consider purchase of ESD merchandise-Mistie submitted paperwork to the company to open an account so that merchandise can be ordered. Mistie was encouraged to move forward with purchase of a computer, printer, and projector.
- Set date for next meeting. - The next meeting will be July 12, 2017.
- Adjourn- Meeting adjourned at 5:45pm.

Dated this the 25<sup>th</sup> Day of June 2017

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.