

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 8th day of May 2018, 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 President Lynn Reasoner called the meeting to order at 3:02 pm. Commissioners present were Lynn Reasoner, Michael Henderson, Roger Keller and Carolyn Land. Rickey D. Jones did not attend.
- Public Comments and Announcements- No one wanted to address the Board.
- Approve Minutes of previous meeting-Carolyn presented 2 sets of minutes for consideration. The Special Budget Workshop minutes and the minutes from the April 11, 2018 meeting were considered. Michael made a motion to approve both minutes as written. Roger second. Motion passed 4-0.
- Treasures report – Mistie & Jones
 - Approval of checks written since last meeting – The following checks were written since the last meeting: Eichelbaum Wardell Hansen (legal review EMS contract) \$250, Engle \$17.41 & \$25.04 (Electricity towers), ProPower \$27.47 (electricity final bill).
 - Approval of accounts payable –The following invoices were submitted for payment: Edgin, Parkman, Fleming & Fleming, PC \$5,750, City of Mineral Wells-Fire Department \$405.00 (foam used on Hwy 281 wreck), First Net \$102.02, Palo Pinto Appraisal District \$4,835.17, Brazos Networks \$204.99, Bennett Printing \$90, Midcom, Inc \$600 & \$1,129.85, and Mindy Scrivner \$453.85 (Gordon Utilities). Carolyn made a motion to table payment to the City of Mineral Wells for \$405 for foam for a wreck on Hwy 281. Michael second. Motion passed 4-0. More information would be requested from the Mineral Wells VFD about insurance, etc. before consideration. Carolyn made a motion to pay the remaining invoices that were submitted. Michael second. Motion passed 4-0.
 - Approve/Reject reconciliation of bank statements from previous month- Commissioners reviewed the bank statement and check book. Both reflect the same ending balance. Michael made a motion to approve the reconciliation of the bank statement. Carolyn second. Motion passed 4-0.
 - Amend 2018 budge- No budget amendments were necessary at this time.
- Discuss/Approve Lone Camp VFD purchase of new brush truck – Crystal Schoonover-Bid packet was presented for consideration by Commissioners. BFX out of Weatherford was considered the best bid. They have a Texas Forest Grant approved to help with the purchase. Delivery date is 207 days out after accepting the bid. Michael made motion to approve Lone Camp VFD purchase of truck. Carolyn second. Motion passed 4-0.
- Discuss / Approve New language in Sacred Cross contract- Carolyn read an email from David Hubbard regarding request for language change on page 13 in Sacred Cross contract. Carolyn advised that she would like to visit with Bert about contract change. This item will be placed on agenda for next month.

- Monthly Report/ Efforts County EMS/Sacred Cross EMS-Dustin Wright provided handouts and spoke to Commissioners regarding EMS calls in the County. Total of 53 calls for service. Eight more calls than last month. Chute time and response times improved from last month. Dustin thought the 9.1minutes response time was about as good as response could be expected. Bert has applied to the state for First Responder program. Cost \$3,150 for medical director insurance policy. Lake Palo Pinto still interested in being the first class. Sacred Cross is interested in new dispatch and reporting system. New system will provide change including tablet with GPS, maps, tracks time on CAD, and information can be dumped into reports. Program can track staff location. CAD is for EMS equipment only. Microsoft device will be used. This new dispatch software is being considered by Sacred Cross Management.
- Report/ Discuss 911 EMS Map Change Request-Mistie-Tabled
- Discuss/ Approve ESD Website and ESD email addresses- Roger Keller-Talked with Jason Stelzer, Brazos Network, LLC about building a web site and getting ESD e-mails. Jason would build, maintain and update website for \$2,250. He suggested a startup date of 6-1-18. He provided a printout for review. Training was part of the package. Commissioners questioned the budget and finding money for this important communication source. Consideration of this agenda item was tabled until the next meeting.
- Approve/Report Radio install/programing FireNet Tower operations (status of battery installs)- Mike Simpson- Battery installation will begin as soon as schedule can be arranged. Antenna needs to be placed on the Palo Pinto VFD building. Further discussion allowed that an antenna might need to be installed at Observation Point since mid-May will be the beginning of summer schedule. All Sacred Cross stations have the same radios. Grant radios are all in. Chestnut tower is still under repair. Mid-June Chestnut tower repairs will be complete and provide better coverage.
- Report/Consider/Approve Sale of Equipment Palo Pinto VFD- Tracy McCloud-Tracy provided a handout that outlined his plan to sell equipment. County Commissioner Glover provided information Renee Bates as a source to auction old equipment. Received a Forest Service Grant for 100,000 (75-25%) for updates to equipment.

Tracey explained that they are concentrating on rescue. They will host a "Meet and Greet" June 16, 2018. Michael made a motion to approve the sell of equipment. Roger second. Motion passed 4-0.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars- No bids were submitted.
- Report/Consider /Approve criteria VFD Contract and Annual Report-Carlton Law Firm-Mistie was asked to call Carlton Law firm and request VFD contract work to date.
- Review 911 Call Sheets- Mistie advised that she would e-mail call sheets spreadsheet.
- Report/Discuss FireNet /radios/ EMS Grant- Mike Simpson- All grant radios have arrived.
- Discuss/Approve Non-billing foundation account number- Mike Simpson- First Net from A T & T finally unveiled their plan and for authorization and how to turn existing AT&T personal cell phone into a first responder plan. Cost was set at \$37 a month. Eligible first responders will move their cell phone coverage into a group for first responders. A T & T should be providing better service into Palo Pinto County. Mike felt each Fire Chief should be on the plan. No cost to ESD but ESD will have control of portal for First Responders. Will allow ESD to set up the plan. As volunteers change and are no longer volunteers than they cannot stay on the plan. Michael made a

motion to allow Mike Simpson to proceed with the First Net process. Carolyn second. Motion passed 4-0. Gary Lee was asked to work on policy for implementation.

- Discuss/Report Palo Pinto Part-time County Fire Chief & EMS Coordinator- Gary Lee advised he will hold Extrication classes. After extrication class, he is interested in safety classes. Not sure of expense. He will have policies for consideration. Felt policies need to be in place so communication takes place. TEEX has a safety class that is free. Safety concerns were discussed. Santo VFD advised they will host a class June 2, 2018. Open to everyone.
- Discuss/ Approve Policy Social Media Policy-Gary Lee provided a handout with Social Media Policy for consideration. Carolyn made a motion to approve the Social Media policy for ESD #1. Michael second. Motion passed 4-0.
- Report status on Sales tax Election collections- Mistie reported that the County is collecting sales tax but ESD has not received any funds.
- Report/Discuss status of Audit- Audit booklets were passed out. Audit had no findings. Commissioners reviewed the handout printed by Edgin, Parkman, Fleming & Fleming, PC. Michael made a motion to accept the Audit. Roger second. Motion passed 4-0. ESD #1 Audit will be presented at the May 14, 2018 Palo Pinto Commissioners Court regular meeting.
- Approve/Reject/Consider distribution of tax monies to Volunteer Fire Departments- A review of Palo Pinto VFD Annual Report was discussed. No findings were found. Michael made a motion to pay Palo Pinto VFD tax monies. Roger second. Motion passed 4-0.
- Set date for next meeting-Commissioners agreed June 13, 2018 as the next meeting date.
- Adjourn- Meeting adjourned at 4:40pm.

Dated this the 10th Day of May 2018

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.