

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 19th day of September 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 3:05pm. Commissioners present were Lynn Reasoner, Michael Henderson, and Carolyn Land. Ricky Jones and Roger Keller did not attend.
- Public Comments and Announcements- Palo Pinto Chief Tracey McCloud reported that they had 300/400 class at their station with 8 to 10 attending. TEEX provided instruction.
- Approve Minutes of previous meeting-Land-Mike made a motion to approve the minutes from the last meeting. Carolyn second. Motion passed 4-0.
- Treasures report – Mistie & Jones
 - 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: VFIS \$470, Engie \$51.01 & 85.00, Carlton Law Firm 357.50 & \$5,518.36, Bennett Printing \$98.00, Bennett’s Office Supply \$43.34, and Ice Qube Inc. \$2,167.60. Mike made a motion to pay the Carlton Law Firm invoice for \$5,518.36 and then request the County pay half that amount. Mistie was asked to send an invoice to the County with a request. Carolyn second. Motion passed 3-0. VFIS insurance invoice was questioned. VFIS representative David Hubbard advised that Graford Emergency Fire District had been omitted from the accident and sickness policy. The VFIS invoice updates coverage on this Department. Commissioners ask that a meeting with David be scheduled for October 1, 2018 so that the Accident and Sickness policy can be reviewed. Commissioners reviewed the check book and bank statement. Mike made a motion to pay all invoices and approve the reconciliation of the bank statement. Carolyn second. Motion passed 3 -0.
 - Amend 2018 Budget-No 2018 budget amendments were presented. Mistie ask that she be allowed to hire Karen Thompson to set up and update Quik books for both accounts. Mike made a motion to hire Karen to set up Quik books. Carolyn second. Motion passed 3-0.
 - Amend 2019 budget- No amendments were presented.

Sales Tax checking

- Approval of checks written since last meeting-No checks were written.
- Approval of accounts payable- No invoices were submitted. Commissioners reviewed the Sales Tax bank statement and check book. Carolyn made a motion to approve the reconciliation of the Sales Tax bank statement. Mike second. Motion passed 3-0.
- Amend 2019 Budget- No amendments were presented.

- Consider/Approve First Responder Training and Grant- Gary thought Lake Palo Pinto should be first Department. Sacred Cross will provide the training and has volunteered to complete the grant paperwork. Carolyn made a motion to allow Sacred Cross to move forward with First Responder training and grant request. Mike second. Motion passed 3-0.
- Consider/Approve location for Sacred Cross for Fall/ Winter months- Review EMS data- Commissioners thought a PK East facility location should be researched. Several ideas were discussed. Findings will be brought back to the next meeting. Call numbers were reviewed. Mutual aid information and data was discussed. Gary and Mistie are looking at a mutual aid form that includes a narrative. It was thought all Departments should use the same form.
- Discuss/Consider/Approve Interlocal Agreement with County for EMS services- Mistie reported that the Interlocal will go to Commissioners Court first and then come to ESD.
- Discuss meeting attendance Palo Pinto County Hospital Board meeting-Carolyn reported that she attended the public hearing at the Hospital. They had a short agenda and no one was there to discuss the proposed increased tax rate. Hospital board appointed Board member Richard Dennis to study ambulance service. Introduction were made. Commissioners felt they should stay abreast of Hospital efforts in ambulance service.
- Report/Update on efforts on Gordon & Graford EMS building- Gordon EMS building construction has started. Gary stated the total collection is \$84,000. Plumbing and foundation are currently being worked on. On Graford building the concrete work is finished and cabinets are ready to be hung. Sacred Cross should soon be moving into the facility.
- Discuss/ Approve ESD Website and ESD email addresses- Roger Keller-Website is not up yet. Mistie was ask to send sample Agenda. Mike thought we could use information from the Safe-D publication on the web-site. EMS page will be linked to Sacred Cross. List of VFD and Chiefs name and e-mail address will appear on the Fire Department area.
- 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-Draft contract was received. All Commissioners were encouraged to read the draft and be ready to make comments. Lynn
- Discuss/Approve/Deed Gordon VFD for land EMS building- A completed Deed was not ready.
- Review 911 Call Sheets-Tabled
- Discuss/Review VFIS Insurance policy- Mistie, Mike and Carolyn will meet with David Hubbard on October 1, 2018 to review policy.
- Review/Discuss/ VFD calls data- Commissioners reviewed call data for the VFD's for 2017 and 2018. Lynn questioned mutual aid response in the data.
- Discuss term "rescue" and training required- Lynn pointed out Ems is in charge of patient care. VFD is in charge of rescue. Water rescue on a BRA lake puts BRA in charge of the event. The only training classes for water rescue is surface water rescue and swift water rescue. BRA is in charge with Texas Parks and Wildlife and DPS behind them. It was pointed out people at the scene are the ones that will work on water rescue. Number of water rescue on County lakes was discussed.

- Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Gary Lee- Outfitting of the Fire Chief truck was discussed. Commissioners encouraged Gary to complete work as soon as it could be scheduled. Mutual aid was discussed. Gary advised that he is looking for a Mutual Aid format that can be used on all Agreements. October 2nd is National Night Out and is sponsored by the Sheriff's Department. It will be held in Palo Pinto park. All VFD's have been invited to participate. Gary received an email from Dale Marsh with an EMS proposal. Carolyn made a motion that consideration of the proposal be tabled until the next meeting. Mike second. Motion passed 3-0.
- Approve Request for Funds submitted - No Request were submitted.
- Approve/Reject/Consider distribution of tax monies to Volunteer Fire Departments- A letter from Mineral Wells VFD was received at 11:58am outlining their efforts. Commissioners were reminded that programing of radios had been completed. Carolyn made a motion to table consideration until the next meeting. Mike second. Motion passed 3-0.
- Set date for next meeting- Next meeting is scheduled for October 11, 2018 and October 25, 2018
- Adjourn- The meeting adjourned at 5:05pm.

Dated this the 21st Day of September 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 items 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.