

NOTICE

CALLED BOARD MEETING

PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT #1 MINUTES

Palo Pinto County Emergency Services District # 1 Board met on the 6th day of February 2020 at 3:00pm 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. President Tye Jackson called the meeting to Order at 3:03pm. The following Commissioners were present: Tye Jackson, Russell Madden, Ken Backes, Michael Henderson and Carolyn Land. Mistie Garland and Gary Lee were also in attendance.
- Public Comments and Announcements- No one wanted to address the Board.
- Approve/Amend/Discuss Minutes of previous meeting-Land- Mike made a motion to approve the minutes as written. Russell second. Motion passed 5-0.
- Treasures report — Mistie- Commissioners were reminded to turn in paperwork to Spirit of Texas Bank. Report/Discussion Money Market Account Reconciliate bank statement- Commissioners reviewed the bank statement and discussed interest earned. Ken made a motion to approve the reconciliation of the Money Market bank statement. Russell second. Motion passed 5-0.
Regular checking o Approval of checks written since last meeting — No checks were written since the last meeting.
- Reconciliate the bank statement- Commissioners reviewed the bank statement and check book. Both reflected the same ending balance.
- Approval of accounts payable- The following invoices were submitted for consideration: Engie \$27.01 & \$17.11, Lone star News Group \$27.00, Wise Health System \$385.00, Midcom \$600 & \$380, First Net \$74.00, Carolyn Land \$307.72, Palo Pinto Appraisal District \$4,847.64, Bennett's Office Supply \$71.66. Ken made a motion to approve no checks written since the last meeting, the reconciliation of the bank statement, approve no amendments to the Budget and pay invoices as submitted. Mike second. Motion passed 5-0.
- Amend 2020 Budget- No amendments were required.
Sales Tax checking o Approval of checks written since last meeting- No checks were written since the last meeting.
- Reconciliate the bank statement- Commissioners reviewed the bank statement and check book. Both reflect the same ending balance.
- Approval of accounts payable- The following invoices were submitted for consideration: PK Water Supply \$57.79, Gordon Water \$98.88, United coop \$72.34, \$70.82, Reliant \$543.94, TXU \$357.64, Sky Camp \$1,500. Mike made a motion to approve accounts payable and reconciliation of the bank statement. Russell second. Motion passed 5-0.
- Amend 2020 EMS Budget- No amendments were required.
- Discuss Status/Report First Responder Program, Training and Grant and Schedule for all- Ken reports he has a couple of policy edits that need to be approved. Santo FRO policies will be used for ESD First Responder Program. Ken made a motion to set up an account with Bound Tree Medical Supply to purchase supplies. Russell second. Motion passed 5-0. Grant paperwork is almost complete. Hopefully, the first class will start about March 21, 2020. Ken pointed out that one requirement is First Responders need to wear identification as First Responders. Ken

suggested a vest might be purchased. Estimated cost was suggested at \$50 apiece. Fourteen names have been submitted for the first class. Others are interested that have already had the training. Goal remains for the class to get started.

- Consider/Discussion/Approve policies related to ESD #1 First Responder Organization- A FRO policy Booklet will be printed and distributed.
- Approve/Report Radio install/programming/performance FireNet Tower operations — Mike Simpson reported that because of a Kenwood back orders the Sheriff's console installation is not complete. Mass reprogramming of radios will begin probably in March. FireNet Southwest encountered another outage. Mike believes it is caused by ice. He discussed possible solutions. Medic 8 has a defective radio that Mike plans on replacing.
- Approve/Discuss FireNet use policy- Commissioners discussed all aspects of the Radio Communication. Mike read a memo from Sheriff McGuire. A new Radio Communication policy will be part of the Annual Report. Mistie suggested that Radio Communication could be circulated to Departments as an addendum after the Annual Report files are sent to Departments. Ken made a motion to adopt the Palo Pinto Radio Communication policy. Mike second. Motion passed 5-0.
- Approve/Discuss/Consider past tax funds dispersal to Departments- Dale Marsh, PK East VFD Board President, wanted to address ESD Commissioners regarding tax funds paid to Volunteer Departments. Commissioners discussed with Dale the variables in determining the amount each department will receive. Tye pointed out the amount of ad valorem tax collected in 2018 and 2019 was not as much as even in 2017. Cost of the Surprise Fire was discussed. Ken explained that funds were set aside for equipment/repairs. A Request Form can be submitted for consideration for Department necessities.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars - No bids were submitted.
- Review 911 Call Sheets/Sacred Cross EMS-Dustin provided a report for January 2020 Call Volume. Stop the Bleed has been taught in all schools. Looking forward to meeting with BRA for spring and summer activities at the lake. FRO program supplies were questioned. Checking jump bags weekly for supplies might become a procedure for FRO's. Gordon EMS station may have a bearing on an overhead door going out. Dustin stated he would try to find the company that installed the door. Chief Lee check on the company that installed the doors. ●
Discuss/Report/Consider PK West ambulance services-Commissioners met with PK West Board about future ambulance service. A number of suggestions were discussed. Suggestions will be discussed with PK West EMS and VFD for consideration. Mutual Aid to this area will be sought.
- Discuss/Report Palo Pinto General Hospital District ambulance services- A letter was written to the Palo Pinto Hospital Board requesting a copy of any current ambulance contract. A contract between the Hospital and Care Flite that was signed November 2009 was returned. A meeting with Hospital CEO Ross Korkmas to discuss the ESD interest in ambulance service has been arranged. A report will follow.
- Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Gary provided a handout. Critical Incident Stress training was completed. There are now 6 trained to respond should a crisis occur. Point of contact will be with Gary. Lake Palo Pinto VFD and Game Wardens trained on water recovery and rescue. Palo Pinto VFD is holding SFFMA training for Fire Fighter I certification. Gary pointed out that all Departments should encourage Volunteers to work toward this level of training for safety and service standards.
- Approve/Consider Annual Report Document for tax funds- Annual Report documents were handed out at the last meeting for Commissioners to have time to review. There was discussion. Annual Reports will be sent to Departments as soon as possible.

- Discuss/Approve plan for services in Mineral Wells Fire District -Mineral Wells VFD has discussed and approved joining the City as a Department. The City of Mineral Wells also generated a letter of proposal. There was discussion among Commissioners about details. The ESD Lawyer suggested an Interlocal Agreement could help facilitate the details. Insurance and liabilities are just a few details to be worked out. A request to attend future meetings of each Department will be sent.
- Approve/Reject Request Forms submitted — Two request forms were submitted from Santo VFD and Graford VFD. Logan explained that Santo VFD had received a grant from Union Pacific for SCBA packs with extra bottles. Carolyn made a motion to approve Santo VFD request. Mike second. Motion passed 5-0. Russell made a motion to table Graford VFD request until pricing could be obtained. Mike second. Motion passed 5-0.
- Discuss/Consider/Updates on all EMS buildings- Carolyn reported that the signage for the Gordon EMS building has been posted. Mike still has the EMS symbol that is to be mounted in the eave of the building. Mike suggested that we might want to get a professional to hang the symbol. Russell agreed to stop by the Gordon EMS building and check the air conditioner/heat pump. Ken and Mistie discussed plans for the PK East EMS building that were provided by Tim Hopkins. Commissioners reviewed the plans. Tim will be at the next meeting to make a presentation on the building process.
- Approve/Discuss Report on Donations- A report about Donations to Departments, led to discussion regarding Donated funds or equipment. Commissioners discussed the need for Donations to stay with the Departments and not benefit individual members in the Department. Tye explained the situation regarding automobile donations. As the Sheriff office investigates, Commissioners felt Departments should work with the Sheriff's Department to assure all concerns regarding handling of Donations would have complete transparency. The ESD Commissioners felt a duty to keep the public trust regarding Donations to all Departments.
- Discuss/Consider/Approve SAF-D Conference finalize reservations — Mistie reviewed reservations for the Conference. Two issues arose regarding rooms. Ken made a motion to approve 2 rooms for one night at another location. Russell second. Motion passed 5-0.
- Set date for next meeting- The next ESD meeting was scheduled for March 10, 2020 at 3pm in the Courthouse.

Adjourn Meeting adjourned at 5:25
 Dated this the 16th Day of February
 By Carolyn Land Carolyn Land, Se

Adjourn Meeting adjourned at 5:25
 2020
 Secretary

Any member of the public who desires to address the Board regarding a specific item on the Agenda will have the opportunity to address the ESD Board when that Agenda item is discussed. Comments of the public are limited to 3 minutes unless the speaker requires the assistance of a translator, in which case the speaker is limited to 6 minutes. Individual Board members will also have the right to question the public on Agenda items.

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.