

# Orange County Emergency Services District #2

330 Bland  
Bridge City, TX 77611

(409) 735-2419 *phone*  
(409) 735-2931 *fax*

*President* - Carroll J. LeBlanc  
*Vice Pres.* - Jimmie Franklin  
*Treasurer* - Jeffery J. Daigle  
*Secretary* - Matthew D. Browning  
*Member* - Glen Childers

## **MEETING NOTICE - REGULAR SESSION**

Wednesday, January 22, 2020

The Board of Commissioners for Orange County Emergency Services District #2 will meet in a regular session on Wednesday, January 22, 2020, at 7:00 p.m., Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas.

The agenda of the meeting will be as follows:

1. Call to Order
2. Approval of Minutes from Previous Meeting(s)
3. Presentation and Approval of District Administrator's Financial Report and Granting Authorization to Pay the Bills as Presented Therein
4. New Business
  - A. Nominations and Elections for 2020 Officers
  - B. Discussion and Possible Action Regarding Appointment to Local TESRS Board (Vol. FF Pension Board)
5. Communications
6. Adjournment

Posted on a bulletin board at a place convenient to the public at the Orange County Courthouse and at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

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*Secretary* - Matthew D. Browning  
*Member* - Glen Childers

## MEETING NOTICE - REGULAR SESSION

**Date:** February 19, 2020

**Time:** 7:00 PM

**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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**All matters listed on this agenda may be discussed in executive session at the option of the Orange County Emergency Services District #2 Commissioners following verbal announcement if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.**

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1. Call to Order
2. Establishment of Quorum
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of Minutes from Previous Meeting(s)
5. Presentation and Approval of District Administrator's Financial Report and Granting Authorization to Pay the Bills as Presented Therein
6. New Business
  - A. Discussion and Possible Action Regarding Scrapping of Steel Vessels at Station 2
  - B. Discussion and Possible Action Regarding Reorganization of Operations Division Manning Chart
  - C. Discussion and Possible Action Regarding Appointment of Departmental Officers
  - D. Discussion and Possible Action Regarding Employee Pay Raises (to be effective next pay period)
  - E. Adjourn into Closed Session - Discussion Regarding Renewal of Chief of the District's Contract
  - F. Reconvene General Session - Take Any Action Deemed Necessary in Closed Session
7. Communications from Chief, District Administrator, etc.
8. Adjournment

Posted on a bulletin board at a place convenient to the public at the Orange County Courthouse and at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

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*Member* - Glen Childers

## MEETING NOTICE - REGULAR SESSION

**Date:** March 18, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

**All matters listed on this agenda may be discussed in executive session at the option of the Orange County Emergency Services District #2 Commissioners following verbal announcement if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.**

1. Call to Order
2. Establishment of Quorum
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of Minutes from Previous Meeting(s)
5. Presentation and Approval of District Administrator's Financial Report and Granting Authorization to Pay the Bills as Presented Therein
6. New Business
  - A. Discussion and Possible Action Regarding Authorization of "13<sup>th</sup> Check" for Firefighter Pension
  - B. Discussion and Possible Action Regarding Setting Minimum Starting Pay for Full-Time Dispatchers
7. Communications from Chief, District Administrator, etc.
8. Adjournment

Posted on a bulletin board at a place convenient to the public at the Orange County Courthouse and at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

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## MEETING NOTICE - REGULAR SESSION

**Date:** April 20, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Discussion and possible action regarding adoption of Local Residence Homestead Exemptions for Tax Year 2020 (Homestead, 65 or Older, and Disability)
  - B. Discussion and possible action regarding contract with Acadian Ambulance service for emergency and non-emergency ambulance services within the District
  - C. Discussion and possible action regarding review and renewal of investment policy
  - D. Closed meeting, held pursuant to Tex. Gov. Code Sec. 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee.
  - E. Return to Open Meeting. Take any action deemed necessary based upon discussion in closed meeting.
7. Communications from Chief, District Administrator, etc.
8. Adjournment

Posted on at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

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## MEETING NOTICE - REGULAR SESSION

**Date:** May 26, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Presentation of 2019 audit by Mitch Fontenote, CPA/Auditor; Discussion and possible action regarding adoption of audit.
  - B. Discussion and possible action regarding granting Chief Bodin authority to negotiate and sign an Interlocal Agreement with Pinehurst Vol. Fire Dept. for dispatch services.
  - C. Closed meeting, held pursuant to Tex. Gov. Code Sec. 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee.
  - D. Return to open meeting. Take any action deemed necessary based upon discussion in closed meeting.
7. Communications from Chief, District Administrator, etc.
8. Adjournment

Posted on at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items not on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/she may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. It should be noted that pursuant to Section 38.13, Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and, (c) An offense under Section 38.15, Texas Penal Code is a Class A misdemeanor.



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*Member* - Glen Childers

## MEETING NOTICE - REGULAR SESSION

**Date:** June 16, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

**All matters listed on this agenda may be discussed in executive session at the option of the Orange County Emergency Services District #2 Commissioners following verbal announcement if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.**

1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Discussion and possible action regarding request from Pinehurst regarding Interlocal Agreement for dispatch services.
  - B. Discussion and possible action regarding acceptance of letter of resignation presented by Secretary, Matthew D. Browning.
7. Communications from Chief, District Administrator, etc.
8. Adjournment

Posted on the District website and at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

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CANCELED - NO QUORUM

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*Member* - Glen Childers

## MEETING NOTICE - REGULAR SESSION

**Date:** June 22, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Discussion and possible action regarding request from Pinehurst regarding Interlocal Agreement for dispatch services.
  - B. Discussion and possible action regarding acceptance of letter of resignation presented by Secretary, Matthew D. Browning and regarding appointment of replacement to fill his unexpired term.
7. Communications from Chief, District Administrator, etc.
8. Adjournment

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CANCELED - NO QUORUM

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*Member* - Glen Childers

## MEETING NOTICE

**Date:** July 21, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Discussion and possible action regarding request from City of Pinehurst regarding Interlocal Agreement for dispatch services.
  - B. Discussion and possible action regarding designating outdated radio equipment as salvage and disposal of same.
  - C. Discussion and possible action regarding acceptance of letter of resignation presented by Secretary, Matthew D. Browning.
  - D. Closed meeting, held pursuant to Tex. Gov. Code Sec. 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
  - E. Return to open meeting. Take any action deemed necessary based upon discussion in closed meeting.
7. Communications from Chief, District Administrator, etc.
8. Adjournment

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*Secretary* - Matthew D. Browning  
*Member* - Glen Childers

## MEETING NOTICE

**Date:** August 18, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Discussion and possible action regarding granting Chief Bodin authority to negotiate and sign an Interlocal Agreement with City of West Orange for dispatch services for their Vol. Fire Dept.
  - B. Discussion and possible action regarding granting Chief Bodin authorization to sign agreement with Orange County for the area wide hazard mitigation study.
  - C. Discussion and possible action regarding review and acceptance of 2020 certified value and corresponding reports from OCAD.
  - D. Discussion and possible action regarding review and acceptance of Certification of the 2020 anticipated collection rate & 2019 excess debt collections from County Tax A/C.
  - E. Discussion and possible action regarding review and acceptance of 2020 tax rates from County Tax A/C.
  - F. Discussion and Possible Action Regarding Tax Rate for 2020
    - a. propose tax rate
      - i. set date for public hearing; and
      - ii. set date for meeting to adopt budget and tax rate.
7. Communications from Chief, District Administrator, etc.
8. Adjournment

Posted on the District website and at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

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*Secretary* - Christopher Landry  
*Member* - Glen Childers

## MEETING NOTICE

**Date:** September 9, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Discussion and possible action regarding adoption of budget for FY 2021
  - B. Discussion and possible action regarding adoption of proposed tax rate for 2020 - tax rate of \$0.06998 per \$100 of value was proposed at August meeting
  - C. Hurricane Laura update from District Manager, Chance Chatagnier - discussion and possible action regarding temporary fixes to dispatch center
7. Communications from Chief, District Administrator, etc.
8. Adjournment

Posted on the District website and at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items not on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/she may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Opens Meetings Act do not apply to a statement of specific factual

information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. It should be noted that pursuant to Section 38.13, Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and, (c) An offense under Section 38.15, Texas Penal Code is a Class A misdemeanor.

# Orange County Emergency Services District #2

330 Bland  
Bridge City, TX 77611

(409) 735-2419 *phone*  
(409) 735-2931 *fax*

*President* - Carroll J. LeBlanc  
*Vice Pres.* - Jimmie Franklin  
*Treasurer* - Jeffery J. Daigle  
*Secretary* - Christopher Landry  
*Member* - Glen Childers

## MEETING NOTICE

**Date:** October 7, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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**All matters listed on this agenda may be discussed in closed session at the option of the Orange County Emergency Services District #2 Commissioners following verbal announcement if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.**

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1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Discussion and possible action regarding setting TCERS rates for FY 2021
  - B. Discussion and possible action regarding amending banking resolutions to providing for removal of former Secretary, Matthew Browning, and inclusion of current Secretary, Christopher Landry, on all signature cards
7. Communications from Chief, District Administrator, etc.
8. Adjournment

Posted on the District website and at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items not on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/she may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any

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*Secretary* - Christopher Landry  
*Member* - Glen Childers

## MEETING NOTICE

**Date:** November 18, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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**All matters listed on this agenda may be discussed in closed session at the option of the Orange County Emergency Services District #2 Commissioners following verbal announcement if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.**

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1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Discussion and possible action regarding acceptance of the 2020 delinquent and current tax rolls as prepared by Karen Fisher, Orange County Tax Assessor-Collector
  - B. Discussion and possible action regarding amending dispatcher shift schedule and hiring of 4<sup>th</sup> full-time dispatcher
7. Communications from Chief, District Administrator, etc.
8. Adjournment

Posted on the District website and at the Fire Station located at 330 Bland, Bridge City, Texas, at least seventy-two (72) hours preceding the scheduled time of the meeting.

The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items not on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/she may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Opens Meetings Act do not apply to a statement of specific factual

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*Vice Pres.* - Jimmie Franklin  
*Treasurer* - Jeffery J. Daigle  
*Secretary* - Christopher Landry  
*Member* - Glen Childers

## MEETING NOTICE

**Date:** December 22, 2020  
**Time:** 7:00 PM  
**Place:** Fire Station 2, located at 9540 FM 105 (next to K-Dan's), Orange, Texas

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**All matters listed on this agenda may be discussed in closed session at the option of the Orange County Emergency Services District #2 Commissioners following verbal announcement if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.**

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1. Call to order.
2. Establishment of quorum.
3. Public comments: must notify the Board to speak on agenda items (5 minutes per person). Sign-in sheet provided.

### Agenda

4. Approval of minutes from previous meeting(s).
5. Presentation and approval of District Administrator's Financial Report and granting authorization to pay the bills as presented therein.
6. New Business
  - A. Discussion and possible action regarding renewal of professional service contracts (CPA, Auditor, Attorney)
  - B. Discussion and possible action regarding yearly renewal of investment policy/strategies
  - C. Discussion and possible action regarding granting District Administrator authority to make line item adjustments to 2020 budget and take other actions necessary to closeout 2020 at year end
  - D. Discussion and possible action regarding authorizing "13<sup>th</sup> check" for firefighter pension
  - E. Discussion and possible action regarding approval of certain changes to District Personnel Policy
7. Communications from Chief, District Administrator, etc.
8. Adjournment

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