

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3
MINUTES FROM April 13, 2021

Present: Commissioners: Harvey Chitty, David Wallace, Eric Porter, and Chuck Shepard
Absent: Chuck Carpenter
Fire Departments: ASVFD, CMVFD, EVFD and TVFD

1. **Call meeting to order.** President Harvey Chitty declared a quorum was present and called the meeting to order at 7:00 p.m.
2. **Public comment on items not on the Agenda.** Harvey Chitty read the statement about public comment on items not on the Agenda. Peter Esposito asked Harvey Chitty to allow him to speak before the meeting is adjourned.
3. **Public comment on Agenda items.** Harvey Chitty read the statement about public comments on Agenda items.

Administrative

4. **Review and consider approval of the March 9, 2021, meeting minutes.** David Wallace moved to approve the minutes from the meeting on March 9, 2021. Eric Porter seconded the motion. The motion passed unanimously.

Reports

5. **Receive month report from the Treasurer and consider:**
 - (a) **Approval of reimbursements.** Eric Porter moved to approve a reimbursement to Terrell VFD for training in the amount of \$1,433.60. Chuck Shepard seconded the motion. The motion passed unanimously.
 - (b) **Approval of payment of monthly bills, invoices and contract payments.** David Wallace moved to approve payment of invoices to The Carlton Law Firm for \$82.50 and \$1,117.87, Kristie Jones \$600.00 for clerical duties and the \$6,050.00 pension payment for Terrell VFD. Chuck Shepard seconded the motion. The motion passed unanimously.
 - (c) **Approval of monthly financial report.** A financial report was given stating the tax account had a balance of \$740,381.61 and the operating account had a balance of \$622.14. The current total for both accounts is \$741,003.75. The Commissioners were provided with copies of the bank statements. Kristie Jones provided a breakdown of the current budget and the amounts paid year to date for each item. The Pledge Security Listing from American National Bank for March was provided to the Commissioners. Eric Porter moved to approve the financial report. Chuck Shepard seconded the motion. The motion passed unanimously.
6. **Receive monthly report from Ables Springs Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** Ables Springs VFD reported 21 calls for the month of March. The calls included 2 Building Fires, 2 Grass Fires, 13 Medical Assists, 2 Motor Vehicle Accidents, 1 Dispatched and Cancelled, and 1 Smoke Scare. Average response time was 12:42 minutes.

Average number of personnel per incident was 3.7. The turn-out time for the month was an average of 9:18 minutes. Training for March included 6 hours of CPR training and 4 hours medical.

7. **Receive monthly report from College Mound Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** College Mound VFD responded to 42 calls during March. 21 of the 42 were in ESD 3. The calls in ESD 3 consisted of 1 Outside Rubbish Fire, 1 Outside Rubbish Trash Fire, 1 Crop Fire, 7 Medical Assist, 10 EMS, 4 Motor Vehicle Accidents, 3 Dispatched and Cancelled, and 1 Local Alarm System. Average number of personnel per incident was 2.5. Average response time was 10:33 minutes. Average turn-out time was 3:59 minutes. Training included CPR and the new Lucas Device that was received through a grant.

8. **Receive monthly report from Elmo Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** Elmo VFD reported 60 calls for the month of March. The calls consisted of 2 Building Fires, 1 Brush Fire, 3 Grass Fires, 8 Medical Assist, 13 EMS, 17 Motor Vehicle Accidents, 1 Gas Leak, 1 Overheated Motor, 2 Service Calls, 3 Dispatched and Cancelled, 2 No Incident Found, 2 Authorized Controlled Burnings, 1 Smoke Scare, 1 False Alarm, 1 System Malfunction, and 2 Incidents without incident type. Average response time was 8:06 minutes. Average turn-out time was 5:17 minutes. This month they had 15 firefighters participate in 2 hours training and 1 firefighter participated in 82 hours of training. Average number of personnel per incident was 3.3.

9. **Receive monthly report from Terrell Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** Terrell VFD responded to 31 calls for the month of March. 27 of 31 calls occurred in ESD 3, 1 in ESD 7, 1 in the City of Oak Ridge, and 2 in the City of Terrell. The calls included 1 Outside Rubbish Fire, 1 Medical Assist, 8 Motor Vehicle Accidents, 1 Swimming Rescue, 1 Unauthorized Burning, 2 Cover Assignments, 5 Dispatched and Cancelled, 2 No Incident Found, 7 Authorized Controlled Burnings, 2 Smoke Scares and 1 Carbon Monoxide Detector Activation. Average response time was 13:25 minutes. Average number of personnel per incident was 4.5. Average turn-out time was 4:36 minutes. Total time spent on the scene for March was 23:12:40 (H:M:S). Members received training in initial fire attack and apparatus/supply operations. 4 members attended the 2021 TEEEX Spring School in College Station, TX.

Terrell VFD submitted their March Financial Statement.

Discussion/Action Items

10. **Discuss budget format for all departments to use so the terminology is consistent.** This item will remain on the agenda. Firefighters are asked to provide feedback next month.

11. **Discuss and answer questions about current contracts;** Each department and Commissioner was provided with a copy of the Calendar Year 2021 Agreement for Providing Fire Protection Services. This item will be discussed next month. The firefighters are asked to read it and make suggestions for change, if necessary. Kristie Jones will email it to all the departments.

12. **Discuss and consider adoption of Resolution Establishing Records Management Program; Appointing Records Management Officer, and Appointing Public Information Officer;** David Wallace moved to adopt the Resolution Establishing Records Management Program. Eric Porter seconded the motion.

The motion passed unanimously. Chuck Shepard moved to appoint Eric Porter to be the KCESD 3 Records Management Officer and Public Information Officer. David Wallace seconded the motion. The motion passed unanimously.

13. **Discuss and approve Identification Cards from the Office of Emergency Management;** David Wallace moved to ask College Mound VFD make the identification cards at the next meeting. Eric Porter seconded the motion. The motion passed unanimously.

2. **Public comment on items not on the Agenda.** Harvey Chitty returned to public comment. Peter Esposito asked to address the Board. He stated that the Assistant Fire Chief for Ables Springs VFD was contacted by one of the KCESD 3 Commissioners after the March meeting. Peter said he did not know the name of the commissioner. This conversation left the Assistant Chief very upset and ready to resign. The Fire Chief and Mr. Esposito met with the Assistant Chief and reassured him that they supported him and did not agree with the statements made by the ESD Commissioner. Mr. Esposito also stated the Ables Springs Board of Directors was very unhappy and upset. Mr. Esposito said he wanted to make the Board aware of the incident.

14. **Discuss agenda items, time and date for the next meeting.** Agenda items for May 11, 2021 include VFD budget format, current contract, and identification cards.

15. **Adjournment.** Chuck Shepard moved to adjourn at 7:20 p.m. Eric Porter seconded the motion. The motion carried.

By: Kristie Jones

Kristie Jones, Clerk
Kaufman County Emergency Service Dist. #3