

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3
MINUTES FROM April 12, 2022

Present: Commissioners: David Wallace, Chuck Carpenter, Earl Bourland, Chuck Shepard and Eric Porter
Fire Departments: ASVFD, CMVFD, EVFD and TVFD

1. **Call meeting to order.** David Wallace 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** David Wallace read the statement about public comment on items not on the Agenda. No public comment was presented.
3. **Public comment on Agenda items.** David Wallace read the statement about public comments on Agenda items. No public comment was presented.

Administrative

4. **Review and consider approval of the March 8, 2022 meeting minutes;** Chuck Carpenter moved to approve the minutes from the meeting on March 8, 2022. Eric Porter seconded the motion. The motion passed unanimously.
5. **Hear from Chuck Carpenter regarding moving operating account to Texas Bank and Trust and consider action on Resolution Establishing Account at Texas Bank and Trust;** Chuck Carpenter moved to adopt the Resolution Establishing an Operating Account at Texas Bank and Trust. Earl Bourland seconded the motion. Eric Porter asked why the ESD was only moving the Operating Account and not both. Chuck Carpenter explained Kaufman County direct deposits all of the tax funds into the tax account at American National Bank. He stated the reason for moving the operating account is to obtain credit cards for the ESD. It will be necessary to get new checks and then the board will need to sign new signature cards. Chuck will be able to transfer the funds from one bank to the other without any problems. After discussion, the motion passed unanimously.
6. **Hear from Chuck Carpenter regarding ESD Credit Card and consider action on Resolution Adopting Policies for Use of Credit and Debit Cards;** Chuck Carpenter moved to adopt the Resolution Adopting Policies for use of Credit and Debit Cards. Earl Bouland seconded the motion. The motion passed unanimously. Eric Porter moved to set limits for credit card use to \$2000 per use for David Wallace, Chuck Shepard, Chuck Carpenter, Earl Bouland and Eric Porter and \$5000 per use for Kristie Jones. The motion was seconded by Earl Bourland. The motion passed unanimously.
7. **Discuss updates to the Kaufman County ESD 3 website;** Kristie Jones reported the website had been updated to include the Commissioners terms, the Kaufman Tax Assessor information, pictures of Ables Springs VFD and Elmo VFD, links to social media, Ables Springs VFD website and Elmo VFD Facebook. The ESD now has a Facebook page, Instagram, and Twitter. Kristie said she still needs pictures and links from College Mound VFD and Terrell VFD.

Reports

8. **Receive monthly report from the Treasurer and consider:**
 - (a) **Approval of reimbursements;** There were no reimbursements this month.
 - (b) **Approval of payment of monthly bills and invoices;** Chuck Carpenter moved to approve payment of invoices. The invoices consisted of The Carlton Law Firm for \$1,244.75 for legal fees, Kristie Christensen for \$450.00 for website updates, Texas Emergency Services Retirement System for \$5,550.00 for Terrell's

Pension Fund and Kristie Jones \$700.00 for clerical duties. Earl Bourland 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 \$866,718.20 and the operating account had a balance of \$4831.41. Kristie explained Elmo VFD has a check from January that has been lost. She will void the check and present it next month for replacement. The current total for both accounts is \$871,909.61. 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. Chuck Carpenter moved to approve the financial report. Eric Porter seconded the motion. The motion passed unanimously.

(d) **Review and approval quarterly investment report for 1st quarter;** There are no investments at this time.

9. **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 27 calls for the month of March. There were no missed calls. The calls included 1 Building Fire, 1 Natural Vegetation Fire, 4 Grass Fires, 8 Medical Assist, 2 Motor Vehicle Accidents, 1 Unauthorized Burning, 4 Dispatched and Cancelled, 1 No Incident Found, 3 Authorized Controlled Burnings, and 2 Smoke Scares. Average response time was 7:46 minutes excluding mutual aid. Average number of personnel per incident was 4.2. The turn-out time for the month was an average of 3:46 minutes. They received mutual aid 1 time and provided mutual aid 6 times. Training for March included 6 hours of Fire Training.

Peter Esposito introduced Ron Gleaves, the new Fire Chief for Ables Springs and Chandra Elliott, Assistant Chief.

10. **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 37 calls during March. 13 of the 37 were in ESD 3 and 24 calls occurred in ESD 1. The calls in ESD 3 consisted of 1 Building Fire, 1 Trash Fire, 1 Passenger Vehicle Fire, 1 Grass Fire, 2 Medical Assist, 3 EMS, 2 Motor Vehicle Accidents, 1 Smoke Detector, and 1 Citizen Complaint. Average number of personnel per incident was 3.1. Average response time was 11:01 minutes. Average turn-out time was 5:09 minutes. They currently have one member enrolled in Fire Academy. They currently have 25 firefighting and 3 support services members.

11. **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 left on a call during the meeting. Kristie Jones shared the report they submitted. Elmo VFD reported 68 calls for the month of March. The calls consisted of 2 Building Fires, 2 Passenger Vehicle Fires, 1 Brush Fire, 3 Grass Fires, 34 EMS calls, 13 Motor Vehicle Accidents, 1 Hazardous Condition, 1 Oil Spill, 1 Good Intent, 5 Dispatched and Cancelled, 2 No Incident Found, 2 Authorized Controlled Burnings, and 1 Smoke Scare. They had no missed calls and requested mutual aid 1 time. They gave mutual aid 4 times. Average response time was 8:48 minutes. Average turn-out time was 3:09 minutes. Average number of personnel per incident was 2.5. March training consisted of NIMS courses, Apparatus and District familiarization, Courage to be Safe, E1 training, and EMS Training. They currently have a total of 19 members.

12. **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.** During March TVFD responded to 34 calls. Of these, 30 occurred in ESD 3, 1 in ESD 6, and 3 in the City of Terrell. The calls included 4 Building Fires, 2 Brush Fires, 2 Grass Fires, 1 Dumpster Fire, 4 EMS, 5 Motor Vehicle Accidents, 2 Unauthorized Burnings, 6 Dispatched and Cancelled, 1 No Incident Found, 4 Authorized Controlled Burnings, 1 HazMat investigation, 1 Alarm Activation, and 1 Special type of incident. Average turnout time was 2:58. Average response time was 8:16 and average number of personnel per incident was 5.2. There were no missed calls. They responded to 6 mutual aid requests and requested mutual aid 7 times. Total

time spent on calls was 34:16:11 (H:M:S). They have 23 firefighting members and 1 support member. All members received 2 hours of incident safety training.

Discussion/Action Items

13. **Discuss and take action regarding Volunteer Fire Department recommendations for Online Training Platform;** The departments discussed this and will not be moving forward at this time. Ables Springs and Terrell said they have an extensive library and personnel they will utilize for training. College Mound has received a \$10,000 grant to use towards online training. Elmo VFD may move forward with the idea but it will just be their department.

14. **Discuss Growth Information for Kaufman County;** David Wallace reported there are 12 current developments being built in the ESD. There are an additional 3 in the Terrell ETJ. The County Judge told David the county will continue to update all the ESD's and water departments every three months to keep them informed.

15. **Discuss email sent from Safe-D about grants;** Due to the growth of Kaufman County, David Wallace spoke about the grant information received from Safe-D. This grant is for full time staffing over a four year period. The amount of money received declines every year, so by the fifth year the department or ESD pays for the staffing. The departments reported the legislature is supposed to be addressing a part time grant. They would all be more interested in it.

Peter Esposito asked about the fire training facility that was discussed in a prior meeting. David reported he had not been able to reach the fire training instructor for TVCC to discuss a joint endeavor. The departments said the new Kaufman County Fire Marshal is Paul Aryes and he is doing a great job investigating and issuing tickets.

16. **Discuss agenda items, time and date for the next meeting;** The next meeting will be May 10, 2022 at 7:00 p.m. One agenda item will be a policy discussion for who can contact the attorney.

There will be another workshop concerning the Agreement for Providing Emergency Services in June. Proposed budgets for the 2022-23 fiscal year are due June 1, 2022.

17. **Adjournment.** Chuck Shepard moved to adjourn the meeting at 8:04 p.m. Earl Bourland seconded the motion. The motion carried.

By: Kristie Jones

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