

KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3

MINUTES FROM APRIL 9, 2024

Present: Commissioners: David Wallace, Jon Leigh, Chuck Carpenter, Ryan Hamilton, and Billy Bourland
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 7:03 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 March 12, 2024 meeting minutes.** Jon Leigh moved to approve the minutes from the meeting on March 12, 2024. Billy Bourland seconded the motion. The motion passed unanimously.

Reports

5. **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, invoices and contract payments;** Chuck Carpenter moved to approve payments of bills and invoices. The bills included The Carlton Law Firm \$1,396.50 (legal expenses), GIS Our Data \$5,200.00 (election address verification), and Kristie Jones \$1,000.00 for April clerical duties. Ryan Hamilton seconded the motion. The motion passed unanimously.
 - (c) **Approval of monthly financial report;** A financial report was given stating the TBT operating account with a balance of \$4,082.65 and the TBT tax account with a balance of \$1,359,612.85. The current total for both accounts is \$1,363,695.50. 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. Kristie stated the \$5,200 for GIS Our Data had had been included in the amount spent on the election. The Pledge Security Listings from Texas Bank and Trust for March were provided to the Commissioners. Jon Leigh moved to approve the financial report. Billy Bourland seconded the motion. The motion passed unanimously.
 - (d) **Approval of quarterly investment report for 1st quarter;** The ESD has earned \$5,195.52 interest during the first quarter (October – December). The ESD has earned \$17,550.31 interest October 2023 – March 2024. Chuck Carpenter moved to approve the investment report. Billy Bourland 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 19 calls for the month of March. There were no missed calls. The calls included 11 EMS Calls, 4 Motor Vehicle Accidents, 1 Person in distress, 1 Lock-out, 1 Animal problem, and 1 No Incident Found. Average response time was 6:36 minutes. Average number of personnel per incident was 6.3. The turn-out time for the month was an average of 2:01 minutes. The VFD did not receive mutual aid or provide mutual aid. Training for February included 2 hours EMS training and 4 hours of Fire Training.
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 34 calls during March. 17 of the 34 calls were in ESD 1 and 16 calls occurred in ESD 3. The calls in ESD 3 consisted of 5 Medical Assist, 3 EMS calls, 4 Motor Vehicle Accidents, 1 Lock-out, and 3 Dispatched and cancelled. Average number of personnel per incident was 2.3. Average response time in ESD 3 area was 10:35 minutes. Average turn-out time was 3:03. Training included CE on new CPR machine. They currently have 25 firefighters and 3 support service members. They have 3 firefighters in EMT school.

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 51 calls for the month of March. The calls consisted of 1 Passenger Vehicle Fire, 1 Brush Fire, 10 Medical Assists, 7 EMS calls, 9 Motor Vehicle Accidents, 1 Arcing, 1 Service Call, 1 Public Service Assistance, 1 Public Service, 5 Assist Invalid, 1 Good Intent, 6 Dispatched and Cancelled, 4 No Incident Found, 1 CO Detector, and 2 Special Type Incidents. They had no missed calls, provided mutual aid 1 time, and requested mutual aid 5 times. Average response time was 8:10 minutes. Average turn-out time was 3:01 minutes. Average number of personnel per incident was 2.5. March training consisted of SOP's, apparatus familiarization, EMS training on CPR Machine, and VFIS Driver training part 1. They have 2 firefighters in EMT School. Currently, they have 22 members.

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.** During March, TVFD responded to 58 calls. 56 of the 58 were in ESD 3 and 2 in the City of Terrell. The 56 calls consisted of 1 Passenger Vehicle Fire, 2 Brush Fires, 27 EMS calls, 13 Motor Vehicle Accidents, 1 Assist Invalid, 5 Dispatched and cancelled, 2 No Incident Found, 1 Authorized Controlled Burning, and 4 Alarm System activation. They had no missed calls. Average turn-out time was 1:54. Average response time was 10:12 and average number of personnel was 4.1. They responded to mutual aid 6 times and requested mutual aid one time. They have 24 firefighting members. Training included LifeARM XR training and CareFlite Training (FRO). Total time spent on calls was 37:38:28 (H:M:S). They have 3 firefighters in EMT School.

Now that all the departments have been trained and the CPR machines are in service, David will take a photo of the Fire Chiefs with the LifeARM CPR machine. This photo will be put on social media and the newspaper with a brief description about the ESD purchase for each of the fire departments.

Discussion/Action Items

10. **Receive information regarding two equipment purchases made by Terrell VFD exceeding \$50,000;** Terry reported on the email he had sent earlier in the month about the purchases Terrell was making: Pursuant to our 2022 AFG grant award, we tendered a purchase order to Casco Industries in the amount of \$194,123.45 for replacement of our SCBAs. Approximately \$185K of that total purchase will be reimbursed by FEMA with the balance being funded from our ESD funds. We are currently awaiting the receipt of funds from FEMA and expect this invoice to be satisfied either this month or next.

We have also tendered a purchase order to Siddons-Martin Emergency Group in the amount of \$74,352.53 to purchase new battery-operated hydraulic extrication tools. This will be funded as a combination of department and ESD funds. The equipment is expected to arrive in the next 8-10 weeks, with payment following shortly after.

11. **Update on the May 4, 2024 Sales tax Election;** The ESD will have a meeting on Tuesday, May 7 to canvas the votes from the election on May 4, 2024. David will find out from the county exactly what that entails. Kristie will check with the attorney's office about the wording for the May 7 agenda and what must be posted on the website. The attorney's office submitted the Notice of Election to the Terrell Tribune. It was published in the April 6 edition.

12. **Report about information obtained from Developmental Services in Kaufman County;** David reported on the developments that have been recently approved by Kaufman County. A subdivision on CR 136 (Wilson Rd & I-20) will have 1,044 manufactured homes. Towering Oaks, which will have 129 lots, is on CR 129. Dave's Ranch, which will have 138 lots, is on CR 310 – this is where the new Fuel City Station is being built. Kaufman County does not share information on developments until they are approved.

13. **Discussion about VFD's drug policies, take action if needed.** A drug policy needs to be discussed and added to the Volunteer Fire Department agreements. This will be discussed when the ESD has a budget workshop in July.
14. **Conduct annual review of investment policy and investment strategies and adopt resolution;** Billy Bourland moved to adopt the investment policy resolution. Ryan Hamilton seconded the motion. The motion passed unanimously.
15. **Review the VFD's Inventory lists;** All the departments have submitted their inventory lists. The board will review and use this information for future plans.
16. **Discuss agenda items, time and date for next meeting.** The agenda for May 7, 2024 will include canvassing the votes from May 4, 2024. The agenda for May 14, 2024 will include regular business.
17. **Adjournment.** Ryan Hamilton moved to adjourn at 7:39 PM. Jon Leigh seconded the motion. The motion passed unanimously.

By: Kristie Jones

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