

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3
MINUTES FROM December 13, 2022

Present: Commissioners: David Wallace, Chuck Carpenter, and Earl Bourland
Absent: Eric Porter and Chuck Shepard
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 7:02 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. Brandon Porter described the issues the fire departments are facing concerning the ambulance service provided by CareFlite. It is not unusual for the response time to be 25-45 minutes. The Fire Association is talking to the County Commissioners about pressuring CareFlite to provide more ambulances in the county.
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 November 8, 2022 meeting minutes;** Chuck Carpenter moved to approve the minutes from the meeting on November 8, 2022. Earl Bourland seconded the motion. The motion passed unanimously.
5. **Thank ESD Commissioners not returning to the Board and welcome new ESD Commissioners;** David Wallace thanked Chuck Shepard and Eric Porter for their two years of service. He introduced John Leigh and Taelor Brewer as the new ESD Commissioners. They will both be sworn in the first week of January. Taelor was unable to attend the meeting tonight. Chuck Carpenter will be serving another term and he will contact the County Judge about his swearing in.

Reports

6. **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 payment of invoices and contract payments except the invoice to The Carlton Law Firm in the amount of \$501.50 that was an unsolicited memorandum. The invoices include: Misty Culpepper for Elmo VFD Compilation in the amount of \$1,000.00, Terrell VFD Compilation for \$850.00 and a replacement check (ck #2165) for \$1,750.00 that Misty has not received. Payments to the Carlton Law Firm for \$207.00 and \$223.50, Kristie Jones \$1350.00 for clerical duties and Christmas bonus, and ASVFD \$72,250.00, CMVFD \$38,000.00, EVFD \$100,000.00, and TVFD \$100,000.00. Earl Bourland seconded the motion. The motion passed unanimously.
 - (c) **Approval of monthly financial report;** A financial report was given stating the ANB tax account had a balance of \$535,171.03, the ANB operating account had a balance of \$3,026.91, and TBT with a balance of \$8,742.76. The current total for all accounts is \$546,940.70. 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 November was provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Earl Bourland seconded the motion. The motion passed unanimously.
7. **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 November. There were no missed calls. The calls included 1 Building Fire, 1 Cooking Fire, 12 Medical Assist, 4 Motor Vehicle Accidents, and 1 No Incident Found. Average response time was 11:00 minutes. Average number of personnel per incident was 5.2. The turn-out time for the month was an average of 3:33 minutes. They received no mutual aid and provided mutual aid 2 times. Training for November included 2 hours EMS training and 6 hours of Fire Training. One firefighter has completed fire school and 3 are in EMT school. Chandra Elliott is the new ASVFD Fire Chief and Ron Harris is the Asst. Chief.

8. **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 38 calls during November. 19 of the 38 were in ESD 3 and 19 calls occurred in ESD 1. The calls in ESD 3 consisted of 2 Building Fires, 3 Medical Assists, 7 EMS calls, 3 Motor Vehicle Accidents, 2 Dispatched and Cancelled, and 2 Citizen Complaints. Average number of personnel per incident was 3.4. Average response time in ESD 3 area was 11:42 minutes. Average turn-out time was 3:58 minutes. The department currently has 25 firefighting members and 3 support services members. Training consisted of 2 hours fire training and 2 hours EMS CE. One member is enrolled in EMT School.

9. **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 62 calls for the month of November. The calls consisted of 2 Building Fires, 1 Road Freight Fire, 2 Brush Fires, 26 EMS, 18 Motor Vehicle Fires, 1 Carbon Monoxide, 1 Lock-out, 1 Assist invalid, 7 Dispatched and Cancelled, 2 False Alarms, and 1 Smoke Detector. They had no missed calls, provided mutual aid 4 times, and requested mutual aid 3 times. Average response time was 8:53 minutes. Average turn-out time was 3:31 minutes. Average number of personnel per incident was 3. November training consisted of FF1 Courses, driver training and Officer development. They currently have 20 members.

10. **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 November, TVFD responded to 43 calls. 28 of the 43 occurred in ESD 3, 1 in ESD 1, and 13 in the City of Terrell. Average Turnout Time was 1:58 minutes, Average Response Time within TVFD's response area was 9:45 minutes, and Average number of personnel on each call was 5.8. There were no missed calls. They responded to 15 mutual aid requests and requested aid 2 times. The calls within ESD 3 consisted of 1 Other Fire, 2 Building Fires, 1 Vehicle Fire, 1 Grass Fire, 7 EMS, 2 Motor Vehicle Accidents, 1 Electrical wiring, 1 Power line down, 1 Assist police, 1 Public service, 1 Unauthorized Burning, 3 Dispatched and Cancelled, 1 No Incident Found, 1 Alarm System, 1 Bomb Scare, and 1 Alarm System. Training was cancelled due to Thanksgiving. They currently have 28 members. Total time spent on calls was 32:51:41 (H:M:S).

Discussion/Action Items

11. **Discuss and accept the 2021-22 ESD Audit as prepared by Misty Culpepper;** Chuck Carpenter moved to accept the 2021-22 ESD Audit. Earl Bourland seconded the motion. The motion passed unanimously.

12. **Discuss and consider submitting required annual report to the Division of Emergency Management;** This was completed in November.

13. **Discuss process for adopting a sales tax within the District;** David Wallace reported John Carlton has sent an unsolicited memorandum about sales tax. David will visit with potential companies that deal in sales tax at the Safe-D Conference. He will set up a time when the companies might come present their information at a board meeting. This will be for information purposes. It doesn't mean the ESD is moving forward with an election to collect sales tax.

14. **Discuss Registration for the SAFE-D Conference in February for new commissioners;** David Wallace, John Leigh and Kristie Jones will attend the conference.

15. **Discuss the purchase of ESD polo shirts by individual Board members;** The Fireman's Wife in Terrell will embroidery shirts, if anyone is interested.

16. **Discuss and consider Breach of Contract Policy;** David Wallace explained going forward the board will enforce the contract and not allow the fire departments to pick and choose what they want to follow. Chuck Carpenter said this currently concerns turning in reports in a timely manner. This has been discussed multiple times and the only penalty the board has is to withhold funding. David explained how important following the contract is with Kaufman County ESD 3 being a large district. When questioned by taxpayers he wants to be able to say the board is doing their job. This doesn't include "once in a blue moon" incidents, but habitual problems. The board will look at each individual case. When a habitual problem occurs, an email will be sent at the breach of the contract. The fire department will have 15 days to respond. The board is not trying to whip anyone but steps need to be taken to correct problems. Chuck Carpenter said the only piece of "ammo" the board has is money.

17. **Discuss Clerk compensation for SAFE-D Conference;** Chuck Carpenter moved to pay \$150.00 a day to Kristie Jones as compensation while attending the conference. Earl Bourland seconded the motion. The motion passed unanimously.

18. **Discuss agenda items, time and date for next meeting; and** Officer elections will be on the Agenda for January 10, 2023.

19. **Adjournment.** Earl Bourland moved to adjourn the meeting at 7:52 p.m. Chuck Carpenter seconded the motion. The motion carried unanimously.

By: Kristie Jones

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