

KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3

MINUTES FROM FEBRUARY 13, 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 7:00 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. Brandon Porter told the Commissioners the CPR machines should arrive in 3-4 days. He is contacting Careflite to schedule training. The machines will not be given to the departments until training is complete.
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 January 9, 2024 meeting minutes.** Jon Leigh moved to approve the minutes from the meeting on January 9, 2024. Ryan Hamilton seconded the motion. The motion passed unanimously.

Reports

5. **Receive monthly report from the Treasurer and consider:**
 - (a) **Approval of reimbursements;** Elmo VFD was reimbursed \$43,560.00 for the purchase of the CPR machines. Josh Phillips asked about the funds for CMVFD since they already have a CPR machine they purchased with a grant. Josh explained CMVFD had recently purchased new AED machines in the amount of \$15,000.00. Chuck Carpenter moved to reimburse CMVFD \$7,500.00 to apply towards their AED purchase. Billy Bourland seconded the motion. The motion passed unanimously.
 - (b) **Approval of payment of monthly bills and invoices;** Jon Leigh moved to approve payments of bills and invoices. The invoices included VFIS of Texas \$1,133.00 (Insurance), Visa \$751.50 (GIS maps, GoDaddy and Adobe renewals), Kaufman Central Appraisal District \$3,906.65 (quarterly payment), The Terrell Tribune \$14.25 (legal notice), The Carlton Law Firm \$1,026.75 and \$2,364.75 (legal fees), and Kristie Jones \$1,000.00 for February 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 \$2,713.94 and the TBT tax account with a balance of \$1,535,761.65. The current total for both accounts is \$1,538,475.59. 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 Listings from Texas Bank and Trust for January were provided to the Commissioners. Chuck Carpenter moved to approve the financial 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 24 calls for the month of January. There were no missed calls. The calls included 1 Other Fire, 2 Building Fires, 1 Motor Home Fire, 9 Medical Assist, 3 EMS Calls, 1 Motor Vehicle Accident, 1 Gasoline spill, 1 Power line down, 2 Dispatched and Cancelled, 1 No Incident Found, 1 Smoke Scare, and 1 Unintentional Alarm. Average response time was 7:27 minutes. Average number of personnel per incident was 5.2. The turn-out time for the month was an average of 2:35 minutes. The VFD received mutual aid 2

times and provided mutual aid 1 time. Training for January included 6 hours of Fire Training. They currently have 20 members.

ASVFD will host Incident Command Training (ICS 300) April 12-14 that is open to all departments. It will begin Friday evening and continue all day on Saturday and Sunday. David Wallace told Chandra to submit an invoice and allow the ESD to reimburse part of the training with the funds designated for district-wide 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 38 calls during January. 23 of the 38 calls were in ESD 1 and 11 calls occurred in ESD 3. The calls in ESD 3 consisted of 1 Medical Assist, 7 EMS calls, 1 Assist Police, and 2 Dispatched and cancelled. Average number of personnel per incident was 2.7. Average response time in ESD 3 area was 12:19 minutes. Average turn-out time was 3:59. Training included Hypo/Hyper Thermo procedures. They have 4 members that have completed EMR School and 2 more starting 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 55 calls for the month of January. The calls consisted of 2 Building Fires, 1 Portable Building Fire, 1 Passenger Vehicle Fire, 9 Medical Assists, 21 EMS calls, 12 Motor Vehicle Accidents, 2 Public Service, 1 Police Matter, 1 Assist Invalid, 3 Dispatched and Cancelled, 1 No Incident Found, and 1 Detector Activation. They had no missed calls, provided mutual aid 3 times, and requested mutual aid 1 time. Average response time was 8:56 minutes. Average turn-out time was 2:43 minutes. Average number of personnel per incident was 3. January training consisted of SOP's, apparatus familiarization, EMS training, and mental health for first responders. 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 January, TVFD responded to 33 calls. 27 of the 33 were in ESD 3, 5 in the City of Terrell, and 1 in ESD 1. The 33 calls consisted of 4 Building Fires, 1 Other Fire, 1 Brush Fire, 1 Outside Rubbish Fire, 12 EMS calls, 4 Motor Vehicle Accidents, 1 Heat from Short Circuit, 1 Arcing, 1 Smoke Odor, 1 Public Service, 4 Dispatched and cancelled, 1 No Incident Found, and 1 Smoke detector activation. They had no missed calls. Average turn-out time was 2:23. Average response time was 11:10 and average number of personnel was 3.8. They responded to mutual aid 8 times and requested mutual aid 3 times. They have 24 firefighting members. Total time spent on calls was 24:16:13 (H:M:S).

Discussion/Action Items

10. **Update on the May 4, 2024 Sales tax Election.** David explained what he had learned at the mandatory meeting he attended about the election. He is waiting on the final contract and cost from the county. Once these are received he will sign the contract and deliver it and a check to the Election Office.

The attorney submitted the language for the ballot on Monday, February 12, 2024. The deadline to have it submitted was Thursday, February 15, 2024.

David explained how the departments and commissioners can talk to people about the election as long as it is not in an official capacity.

11. **Hear from Peter Esposito and Ables Springs VFD about new engine purchase.** Peter was not at the meeting so Chief Elliott told the board about the engine Ables Springs is purchasing. It will cost approximately \$875,000.00 and will not be completed until 2026-27.

12. **Discuss and take action as needed on Agreement for Providing Emergency Services for Terrell Volunteer Fire Department.** Terrell has completed the FRO and emailed documentation. They are working on establishing a board of directors. Jon Leigh moved to approve and sign the Agreement for Providing Emergency

Services with Terrell VFD. The motion was seconded by Ryan Hamilton. The motion passed. The agreement was signed and TVFD was given the 1st quarter payment in the amount of \$92,000.00.

13. **Discuss response areas and City of Terrell map, take action if needed.** David Wallace met with Greg Shumpert about an Inter-local Agreement between the city of Terrell and KCESD 3. Mr. Shumpert is drafting the Agreement for the city of Terrell. The city of Terrell understands this will allow fire departments to participate in activities outside the district such as July 4th fireworks but will not involve any money being exchanged.

14. **Discuss and take action on the Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement.** Kristie Jones stated this report has been submitted and confirmation was shared with the attorney's office.

15. **Fire Station update and ESD mapping information, take action if needed.** There is no new information. An additional station will only happen in the future if the Sales Tax election passes.

16. **Report from meeting with City of Terrell, take action if needed.** David Wallace has still not heard anything else about this meeting with Mike Sims, City Manager for Terrell.

17. **Discuss agenda items, time and date for next meeting.** The agenda for March 12, 2024 will include update on sales tax election, report from Safe-d Conference, and any action needed after meeting with city of Terrell.

18. **Adjournment.** Ryan Hamilton moved to adjourn at 7:44 PM. Chuck Carpenter seconded the motion. The motion passed unanimously.

By: Kristie Jones

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