

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3
MINUTES FROM January 10, 2023

Present: Commissioners: David Wallace, Chuck Carpenter, Earl Bourland, and Jon Leigh
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. **Approve and accept statements and oaths for appointed commissioners;** Chuck Carpenter and Jon Leigh were sworn in by Judge Jackie Allen. They were told the oaths and statements would be emailed. Kristie will contact Judge Allen's office to obtain copies. Taelor Brewer has not been sworn in due to testing positive for Covid 19, but will complete this as soon as possible.
5. **Action regarding election of officers for the Board;** Chuck Carpenter nominated David Wallace for President. Earl Bourland seconded the motion. The motion passed unanimously. David Wallace nominated Jon Leigh for Vice President. Chuck Carpenter seconded the motion. The motion passed unanimously. David Wallace nominated Chuck Carpenter for Treasurer. Earl Bourland seconded the motion. The motion passed unanimously. David Wallace nominated Earl Bourland for Assistant Treasurer. Jon Leigh seconded the motion. The motion passed unanimously. Chuck Carpenter nominated Taelor Brewer for Secretary. David Wallace seconded the motion. The motion passed unanimously.
6. **Review and consider approval of December 13, 2022 meeting minutes;** Chuck Carpenter moved to approve the minutes from the meeting on December 13, 2022. Earl Bourland seconded the motion. The motion passed unanimously.
7. **Action regarding obtaining Treasurer's bond;** Chuck Carpenter reported the Treasurer's bond is included with our VFIS insurance. The bond is for \$65,000.00.

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, invoices and contract payments;** Chuck Carpenter moved to approve payment of invoices to SAFE-D in the amount of \$885.00 for the conference and Kristie Jones for January Clerical duties in the amount of \$850.00. 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 \$408,010.11, the ANB operating account had a balance of \$3,026.91, and TBT with a balance of \$4912.57. The current total for all accounts is \$415,949.59. 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 Listing from American National Bank for December was provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Earl Bourland seconded the motion. The motion passed unanimously.

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 28 calls for the month of December. There were no missed calls. The calls included 1 Building Fire, 1 Motor Home Fire, 1 Mobile property, 1 Grass Fire, 1 Dumpster Fire, 11 Medical Assist, 3 Motor Vehicle Accidents, 1 Public Service Assistance, 1 Dispatched and cancelled, 1 No Incident Found, 3 Authorized Controlled Burnings, 1 Steam, 1 Smoke Scare, and 1 Detector Activation. Average response time was 7:15 minutes. Average number of personnel per incident was 6.2. The turn-out time for the month was an average of 2:09 minutes. They received mutual aid once and provided mutual aid 3 times. Training for December included 2 hours EMS training and 4 hours of Fire Training. Three firefighters are in EMT school.

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 48 calls during December. 26 of the 48 were in ESD 3 and 22 calls occurred in ESD 1. The calls in ESD 3 consisted of 1 Grass Fire, 3 Medical Assists, 5 EMS calls, 7 Motor Vehicle Accidents, 1 Gas Leak, 3 Dispatched and Cancelled, 1 Smoke Detector, 1 Alarm and 4 Citizen Complaints. Average number of personnel per incident was 3.2. Average response time in ESD 3 area was 13:44 minutes. Average turn-out time was 5:06 minutes. The department currently has 25 firefighting members and 3 support services members. One member is enrolled in EMT School and 2 will train with CareFlite when they re-open their classes.

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 reported 68 calls for the month of December. The calls consisted of 2 Building Fires, 1 Structure not a building Fire, 1 Road Freight Fire, 2 Grass Fires, 28 EMS, 25 Motor Vehicle Fires, 1 Service Call, 1 Public Service, 5 Dispatched and Cancelled, 1 No Incident Found, and 1 HazMat investigation. They had no missed calls, provided mutual aid 5 times, and requested mutual aid 3 times. Average response time was 10:01 minutes. Average turn-out time was 3:33 minutes. Average number of personnel per incident was 3. December training consisted of SOP's, FF1 Online Courses, and driver training. They currently have 20 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 December, TVFD responded to 42 calls. 33 of the 42 occurred in ESD 3, 1 in ESD 6, 2 in ESD 7, and 6 in the City of Terrell. Average Turnout Time was 2:33 minutes, Average Response Time within TVFD's response area was 8:44 minutes, and Average number of personnel on each call was 5.5. There were no missed calls. They responded to 10 mutual aid requests and requested aid 5 times. The calls within ESD 3 consisted of 3 Building Fires, 1 Chimney Fire, 1 Grass Fire, 5 EMS, 8 Motor Vehicle Accidents, 2 Unauthorized Burnings, 2 Dispatched and cancelled, 2 No Incident Found, 1 Authorized Burning, and 1 HazMat Investigation. They currently have 27 members. Total time spent on calls was 46:23:25 (H:M:S).

David Wallace asked about the Veteran's flag that burned and was replaced by a Terrell Fire Department Volunteer. Earl Bourland asked about Terrell's property purchase from the Rail Road. Terry Van Sickle said they hope to close in February.

Kristie Jones spoke of a conversation she had with Josh Phillips concerning documents the department needed to submit. If the department submitted their sexual harassment policy last year and it had not changed, did it need to be submitted again? David responded no. The departments do need to submit their proof of insurance for this year.

Discussion/Action Items

13. **Publish notice of address of administrative office location;** Kristie Jones will have the address published in the Terrell Tribune.

14. **Review training requirements and compliance status for each commissioner;** Jon will get his training hours at the Safe-D conference. Taelor Brewer will complete his online.

15. **Discuss and consider the resolutions included in the Winter edition of SAFE-D Pen;** David Wallace read the resolutions from the Safe-D Pen magazine for emergency services district boards of commissioners to express their opposition to efforts to restrict emergency services districts' ability to protect lives and properties. The resolutions express opposition to Texas Municipal League initiatives. The first resolution opposes legislation that would allow a municipality to withdraw unilaterally from an Emergency Services District's jurisdiction and threaten the lives and property of a District's citizens by withdrawing vital resources. Chuck Carpenter moved to adopt the resolution. Earl Bourland seconded the motion. The motion passed unanimously. The second resolution opposes legislation that would require municipal consent for extension of an Emergency Services District's protection into the municipality's extra-territorial jurisdiction as such action could thwart the will of the voters and leave lives and property at risk. Earl Bourland moved to adopt the resolution. Jon Leigh seconded the motion. The motion passed unanimously. The third resolution opposes legislation that would require a sales and use tax "sharing" agreement when a municipality annexes territory included in an Emergency Services District. Chuck Carpenter moved to adopt the resolution. Earl Bourland seconded the motion. The motion passed unanimously. The fourth resolution opposes legislation that limit the ability of Emergency Services Districts or their representatives to communicate with state officials. John Leigh moved to adopt the resolution. Earl Bourland seconded the motion. The motion passed unanimously.

Kristie Jones will send copies of the resolutions to Representative Keith Bell, Senator Bob Hall, and Judge Jakie Allen.

16. **Discuss agenda items, time and date for next meeting; and** Agenda items for February 14, 2023 include a report from the Safe-D Conference and removing/adding names on the signature cards/credit cards for the bank.

17. **Adjournment.** Earl Bourland moved to adjourn the meeting at 7:36 p.m. Chuck Carpenter seconded the motion. The motion carried unanimously.

By: Kristie Jones

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