

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3
MINUTES FROM March 9, 2021

Present: Commissioners: Harvey Chitty, David Wallace, Chuck Carpenter, and Chuck Shepard
Absent: Eric Porter
Fire Departments: ASVFD, CMVFD, EVFD and TVFD

1. **Call meeting to order.** President Harvey Chitty 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.** Harvey Chitty read the statement about public comment on items not on the Agenda.
3. **Public comment on Agenda items.** Harvey Chitty read the statement about public comments on Agenda items.

Administrative

4. **Review and consider approval of the February 9, 2021, meeting minutes.** David Wallace moved to approve the minutes from the meeting on February 9, 2021. Chuck Carpenter seconded the motion. The motion passed unanimously.

Reports

5. **Receive month report from the Treasurer and consider:**
 - (a) **Approval of reimbursements.** Chuck Carpenter moved to approve a reimbursement to Elmo VFD for training in the amount of \$1,870.00. David Wallace seconded the motion. The motion passed unanimously.
 - (b) **Approval of payment of monthly bills, invoices and contract payments.** Chuck Shepard moved to approve payment of invoices to The Carlton Law Firm for \$247.50 and \$346.50, VFIS of Texas for \$1,226.00, Kaufman County Appraisal District for \$,2291.14, Contract Payments for Ables Springs VFD for \$50,000.00, College Mound VFD for \$32,500.00 and \$7,500.00, Elmo VFD for \$57,500.00 and \$7,500.00, Terrell VFD for \$57,500.00 and \$7,500.00, and Kristie Jones \$600.00 for clerical duties. Chuck Carpenter 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 \$880,367.13 and the operating account had a balance of \$1,567.74. The current total for both accounts is \$881,570.41. 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 February was provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Eric Porter 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 22 calls for the month of February. The calls included 1 Fuel burner/boiler malfunction, 13 Medical Assists, 1 Motor Vehicle Accident, 1 Smoke Odor Removal, 1 Animal Rescue, 3 Dispatched and Canceled, 1 Authorized Controlled

Burning, and 1 False Alarm. Average response time was 11:63 minutes. Average number of personnel per incident was 2.82. The turn-out time for the month was an average of 5:34 minutes. 2 missed calls due to weather and 1 call refused because they do not provide transportation to dialysis. Training for February included 2 hours of EMS training, 2 hours Station Maintenance Apparatus Checks, and 2 hours SCBA, Primary Search and Victim Removal.

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 47 calls during February. 25 of the 47 were in ESD 3. The calls in ESD 3 consisted of 1 Building Fire, 2 Brush Fires, 1 Outside Storage Fire, 7 Medical Assist, 7 EMS, 3 Motor Vehicle Accidents, 1 Search for Lost Person, 2 Public Service Assistance, and 1 Smoke Detector. Average number of personnel per incident was 3. Average response time was 10:46 minutes. Training was cancelled in February due to weather.

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 74 calls for the month of February. The calls consisted of 2 Building Fires, 1 Structure Fire other than a Building, 2 Mobile Home Fires, 1 Portable Building Fire, 1 Passenger Vehicle Fire, 2 Vehicle Fires, 2 Grass Fires, 23 Medical Assist, 7 EMS, 19 Motor Vehicle Accidents, 1 Search for Person, 1 Lock-out, 7 Water Problems, 1 Water Leak, 1 Assist Police, 2 Public Service, 1 Dispatched and Cancelled, 1 No Incident Found, 1 False Alarm, and 1 Special Type Incident. Average response time was 7:53 minutes. Average Turnout Time was 4:00 minutes. This month they conducted 4 hours training. Average number of personnel per incident was 3.7.

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.** Terrell VFD responded to 49 calls for the month of February. 37 of 49 calls occurred in ESD 3 and 12 occurred in the City of Terrell. The calls included 4 Building Fires, 1 Structure Fire other than a Building, 1 Passenger Vehicle Fire, 3 Medical Assists, 2 EMS, 9 Motor Vehicle Accidents, 1 Gas Leak, 1 Overheated Motor, 2 Power Line Down, 1 Service Call, 3 Water Leaks, 2 Animal Rescues, 3 Cover Assignment, 12 Dispatched and Cancelled, 2 Authorized Controlled Burning, 1 Smoke Detector Activation due to Malfunction, and 1 Unintentional Smoke Detector Activation. Average response time was 12:11 minutes. Average number of personnel per incident was 5.2. Average Turnout Time was 3:01 minutes. There were no calls missed during this reporting period. Total time spent on the scene for February was 36:27:24 (H:M:S).

Discussion/Action Items

10. **Discuss budget format for all departments to use so the terminology is consistent.** Chuck Carpenter distributed a sample budget format. He asked the fire departments to provide feedback next month. This item will remain on the agenda.

11. **Discuss computer software for monthly reporting;** Ables Springs contacted Emergency Reporting for a free trial. They will switch if it makes it easier for all the departments to use the same program.

12. **Discuss and answer questions about the current contracts;** Eric Porter was not present but Harvey Chitty said Section 6 of the current contract answers the questions he proposed last month.

Contract discussion will remain on the agenda for next month.

13. **Discuss VFD responses to February weather event;** David Wallace asked Ables Springs VFD about the calls they missed during the snow storm. Robert Irwin explained that he and another firefighter were stuck in their driveways and they could not get to the station to respond to one call. The second missed call, Robert reported the firefighter that requested Terrell VFD to respond to a shooting call was alone at the station. He will find out why she did not respond, stage and wait for mutual aid from another department. He will email the board with his findings.

David spoke of his years of experience with Dallas PD. He stated the protocol for a shooting would be to wait for law enforcement to clear the scene while the fire department would stage away from the scene and call for mutual aid if needed.

Ables Springs also refused to provide transportation for a dialysis patient because that is not something they do.

David expressed his concern that most departments knew the weather was coming and made arrangements to have someone available to respond. Robert Irwin took responsibility for Ables Springs not making prior arrangements. He never thought the weather would be that severe and he has never been stuck in his driveway before.

Harvey Chitty stated that because of missed calls, the Board will be watching this closer.

14. **Discuss Peter Esposito's concerns that he submitted to the Commissioners;** Peter Esposito submitted a letter with concerns about Ables Springs VFD funding and contract labor. Chuck Carpenter and Harvey Chitty both said they did not remember the discussion as Peter described in his letter. Harvey stated that he never said the departments could spend the funds "how they saw fit" but said the Board would not "monitor the contract labor."

Peter explained that Ables Springs does not have anyone that can work at the station during the day. He said he explained in August that Ables Springs would continue their stipend program but would not be paying contract labor. Their stipend program depends on how many calls, how many meetings, and how much training a firefighter attends.

Ables Springs currently has 14 volunteers. They recently added 4, with 2 or the 4 being junior firefighters. When they started paying the stipend, they divided the funds by the amount of firefighters participating that month. 60% of the funds go towards calls attended and 40% to meetings and training.

David Wallace reminded everyone that the contract requires a yearly reporting of emergency service calls, roster of personnel that includes the certifications and position held within the department, and the percentage or number of call types each member responded to.

David also inquired if Ables Springs had contacted the State Fire Marshal about their recommendations for paying stipends.

Ables Springs has not contacted the State Fire Marshal's office but have read published information from the Department of Labor and IRS.

Harvey stated that the discussion was not staying on topic. He asked if the gist of Peter's letter was asking if there is any more money to be allocated this year.

Peter responded that he was asking about the \$30,000.00 for an additional contract labor person that was discussed in August. He went on to say, that he was honest that night and told the board Ables Springs couldn't put a person at the station right then. But now Ables Springs is considering it if they can work out sleeping quarters and someone staying the night. This was discussed at the last Ables Springs VFD board meeting, which was attended by David Wallace and Chuck Carpenter.

Chuck Carpenter said his opinion was that the additional funds were given to the departments that were responding to more calls. It was all about the number of calls and had nothing to do with contract labor.

David Wallace said he also was looking more at the number of calls and response time. He believes there should be more manpower to the areas with more calls.

Peter said it was not intentional on their (Ables Springs) part to have a station way out in a rural area. They don't have I-20 or Hwy 80 going through their area.

Chuck Shepard asked what was the highest number of firefighters on their roster since they began. Peter said in the 25 years since they began, 25 firefighters was the most. However, that number did not last long. Their lowest has been 10 and 18 is an average high.

College Mound shared that they do not limit their area for volunteers to geography. They have learned to use incentives and crazy ways to bring in volunteers. They pay a \$10.00 per call stipend to all firefighters in addition to the maintenance/contract labor hired to stay at the station.

Peter said Ables Springs VFD includes information about their fire department and volunteers in resident water bills. They also have this information available at other locations. However, they are not getting any middle age volunteers. Most of their volunteers are 21-23.

Harvey stated that the ESD does not have additional funds at this time. The board will consider the wishes of Ables Springs and the other departments as they look at the contract amounts for 2021-22.

15. **Review Records Management Program and make changes as appropriate;** Eric Porter was not present to confirm that he will serve as the Records Management Officer. If he agrees, then the resolution and his appointment will be on the agenda for April.

15. **Discuss agenda items, time and date for the next meeting.** Agenda items for April 13, 2021 include VFD budget format, current contract, information and approval of identification cards from the Office of Emergency Management, and Resolution for Records Management.

16. **Adjournment.** Chuck Shepard moved to adjourn at 7:48 p.m. Chuck Carpenter seconded the motion. The motion carried.

By: Kristie Jones

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