

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3  
MINUTES FROM May 11, 2021

**Present:** Commissioners: Harvey Chitty, David Wallace, Eric Porter, Chuck Shepard, and Chuck Carpenter  
Fire Departments: ASVFD, CMVFD, EVFD and TVFD  
Guest: County Commissioner Terry Barber

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 April 13, 2021, meeting minutes.** David Wallace moved to approve the minutes from the meeting on April 13, 2021. Chuck Shepard 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 Terrell VFD for training in the amount of \$366.44. David Wallace seconded the motion. The motion passed unanimously.
  - (b) **Approval of payment of monthly bills and invoices.** Eric Porter moved to approve payment of invoices to The Carlton Law Firm for \$200.00 and \$134.00, Kristie Jones \$600.00 for clerical duties and \$100.00 for our house account at Kaufman County Clerk office. 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 \$770,378.32 and the operating account had a balance of \$2,388.17. The current total for both accounts is \$772,766.49. 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 April was provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Chuck Shepard 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 30 calls for the month of April. The calls included 1 Motor Home Fire, 1 Outside Equipment Fire, 1 Blasting Agent Explosion (no fire), 17 Medical Assists, 3 Motor Vehicle Accidents, 1 Person in Distress, 1 Unauthorized Burning, 1 Dispatched and Cancelled, 1 Authorized Controlled Burning, 1 Smoke Scare, 1 EMS call

(transported by non-fire agency), and 1 Citizen Complaint. Average response time was 9:03 minutes. Average number of personnel per incident was 3.7. The turn-out time for the month was an average of 4:15 minutes. Training for April included 3 hours of EMS training and 4 hours 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 April. 21 of the 34 were in ESD 3. The calls in ESD 3 consisted of 1 Brush Fire, 1 Medical Assist, 10 EMS, 4 Motor Vehicle Accidents, 1 Hazardous Condition, 1 Dispatched and Cancelled, 1 Wrong Location, 1 Smoke Scare, and 1 False Alarm. Average number of personnel per incident was 2.6. Average response time was 12:37 minutes. Average turn-out time was 5:04 minutes. Training included 2 hours EMS training and 2 hours firefighter training.

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 52 calls for the month of April. The calls consisted of 2 Medical Assist, 18 EMS, 18 Motor Vehicle Accidents, 1 Gas Leak, 6 Dispatched and Cancelled, 2 No Incident Found, 1 Authorized Controlled Burning, 2 False Alarms, 1 CO detector malfunction, and 1 Unintentional Alarm. Average response time was 9:30 minutes. Average turn-out time was 6:57 minutes. This month they 4 hours fire training and 2 hours medical training. Average number of personnel per incident was 2.9.

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 24 calls for the month of April. 21 of 24 calls occurred in ESD 3, 1 in Hunt County, 1 in the City of Oak Ridge, and 1 in the City of Terrell. The calls included 1 Motor Home Fire, 1 EMS, 8 Motor Vehicle Accidents, 1 Unauthorized Burning, 5 Dispatched and Cancelled, 3 No Incident Found, and 2 Authorized Controlled Burnings. Average Turnout Time was 5:21 minutes. Average Response Time was 12:28 minutes. Average number of personnel per incident was 5.2. Total time spent on calls was 14:35:23 (H:M:S). Time spent on training this month was 2.5 hours.

#### **Discussion/Action Items**

10. **Discuss and consider funding Hazmat Awareness Training for ESD3 at Elmo VFD;** This training will take place at Elmo VFD on Saturday, June 5, 2021. It is for all firefighters in ESD 3. An instructor from the Department of Defense in Richardson will teach the class. Elmo is requesting the \$1,000.00 be paid by the ESD rather than each department using \$250.00 of their training budget. Eric Porter asked Chuck Carpenter if there are funds available. Chuck Carpenter said yes. Eric Porter moved for the ESD to pay the \$1,000.00 for this training. David Wallace seconded the motion. The motion passed unanimously.

11. **Discuss budget format for all service providers to use so the terminology is consistent;** This item will remain on the agenda. Fire Department budgets will be due at the June meeting.

12. **Discuss and answer questions about the Agreement for Providing Fire Protection Services with service providers;** Ables Springs turned in a list of revisions their attorney made to the Agreement for Providing Fire Services. Harvey Chitty requested Kristie Jones send this list to the ESD attorney, John Carlton. Eric Porter stated he had received an email from the Terrell Fire Chief, Terry Van Sickle, with

comments about the Agreement for Providing Fire Services also. Eric will forward that email to Harvey Chitty. This item will remain on the agenda.

13. **Photos and Information for Identification Cards;** This item will remain on the agenda.

14. **Review Resolution Regarding Public Participation at Open Meetings and make changes as appropriate;** Harvey Chitty stated no changes to the Resolution Regarding Public Participation at Open Meetings were necessary.

15. **Discussion with County Commissioner Terry Barber regarding District Commissioner activities;** Commissioner Barber read a letter submitted to him by the Ables Springs VFD Board of Directors. The letter stated their belief that Commissioner Eric Porter has a conflict of interest and is bias towards Ables Springs VFD. They think there was turmoil in the past when he was the Fire Chief for Elmo VFD and that turmoil has returned since he was appointed to the ESD Board of Commissioners. They asked that he be replaced. Harvey Chitty explained this could be discussed in open session or in a closed meeting. He asked Eric Porter what he would prefer since this was directed at him. Eric Porter said he would like to discuss it in a closed session.

Mr. Chitty stated that the board would enter into closed session to discuss personnel matters under 551.074. The board entered into closed session at 7:22 p.m.. The meeting reconvened at 7:48 p.m. Mr. Chitty stated that no action was taken during the closed session.

Mr. Chitty stated that at this time Eric Porter would remain on the ESD Board of Commissioners. All the commissioners feel they can serve without bias or prejudice against any department.

16. **Duties and responsibilities of District Commissioners;** Harvey Chitty shared information from the Texas Department of Rural Affairs concerning ESD Powers and Duties. He read item 14: *ESD's generally have no jurisdiction or general authority over contracted volunteer fire/EMS departments or their investments, as they are separate legal entities, usually non-profit corporations. But with that said, ESD's have full authority over the funds that are provided to the contracted entities. A contract mutually agreed to by both parties that defines the responsibilities of both parties is necessary to establish the services to be provided, the compensation to be received, and the authority to act or interact between the contracted parties.*

17. **Discuss agenda items, time and date for the next meeting.** Agenda items for June 8, 2021 include VFD budget format, Agreement for Fire Protection Services, identification cards, VFD budgets, strategic planning, and reporting schedule for monthly reports.

15. **Adjournment.** Chuck Shepard moved to adjourn at 8:00 p.m. Chuck Carpenter seconded the motion. The motion carried.

By: Kristie Jones

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