

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3
MINUTES FROM October 12, 2021

Present: Commissioners: Harvey Chitty, Chuck Shepard, David Wallace, and Eric Porter
Absent: Chuck Carpenter
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 September 8, 2021 meeting minutes.** Eric Porter moved to approve the minutes from the meeting on September 8, 2021. Chuck Shepard seconded the motion. The motion passed unanimously.

Reports

5. **Receive month report from the Treasurer and consider:**
 - (a) **Approval of reimbursements.** David Wallace moved to approve reimbursements to Eric Porter for expenses at the Safe-D Conference in the amount of \$397.35 and Kristie Jones \$79.01 for ink. Chuck Shepard seconded the motion. The motion passed unanimously.
 - (b) **Approval of payment of monthly bills, invoices, and contracts.** Eric Porter moved to approve payment of invoices to The Carlton Law Firm for \$462.00, Misty Culpepper for \$1,700.00 for Ables Springs VFD and Terrell VFD 20-21 Financial Statements, and Kristie Jones \$700.00 for clerical duties. David Wallace 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 \$427,630.03 and the operating account had a balance of \$9,659.14. The current total for both accounts is \$437,289.17. 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 September was provided to the Commissioners. David Wallace 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 32 calls for the month of September. The calls included 2 Building Fires, 1 Passenger Vehicle Fire, 3 Grass Fires, 13 Medical Assist, 2 EMS, 2 Motor Vehicle Accidents, 1 Gas Leak, 4 Dispatched and cancelled, 1 Smoke Scare, 1 Unintentional Alarm, 1 Detector Activation, and 1 Special Type Incident. Average response time was 11:27

minutes. Average number of personnel per incident was 3.4. The turn-out time for the month was an average of 5:07 minutes. Training for September included 5 hours Community Service Training, 2 hours of EMS training, and 4 hours of Firefighter Training. Ables Springs submitted their totals for FY 2020-21. They responded to 251 calls between 10/01/2020 and 09/30/2021.

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 62 calls during September. 35 of the 62 were in ESD 3. The calls in ESD 3 consisted of 6 Grass Fires, 18 EMS, 2 Motor Vehicle Accidents, 1 Arcing, and 8 Dispatched and Cancelled. Average number of personnel per incident was 2.9. Average response time was 12:50 minutes. Average turn-out time was 2:00 minutes.

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 75 calls for the month of September. The calls consisted of 2 Building Fires, 2 Passenger Vehicle Fires, 1 Natural Vegetation Fire, 1 Wildland Fire, 4 Brush Fires, 11 Grass Fires, 1 Outside Equipment Fire, 27 EMS calls, 15 Motor Vehicle Accidents, 1 Gasoline Spill, 1 Gas Leak, 1 Police Assist, 7 Dispatched and Cancelled and 1 Smoke Scare. Average response time was 9:28 minutes. Average turn-out time was 5:31 minutes. Average number of personnel per incident was 2.7. They had 10 hours training.

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 46 calls for the month of September. 40 of 46 calls occurred in ESD 3, 1 occurred in ESD #6, and 4 in the City of Terrell. The calls included 3 Building Fires, 1 Wildland Fire, 4 Brush Fires, 1 Grass Fire, 5 EMS Calls, 14 Motor Vehicle Accidents, 1 Overheated Motor, 1 Service Call, 2 Unauthorized Burning, 6 Dispatched and Cancelled, 1 No Incident Found, 4 Authorized Controlled Burning, 1 Steam, 1 Unintentional Alarm, and 1 Alarm System Activation. Average Turnout Time was 4:21 minutes. Average Response Time was 10:47 minutes. Average number of personnel per incident was 4.2. Total time spent on calls was 45:21:20 (H:M:S). The department currently has 23 firefighting members and 1 support services member. Terrell VFD submitted their financial statement for FY 2020-21.

Discussion/Action Items

10. **Report from Eric Porter about the Texas State Association of Fire and Emergency Services District (SAFE-D) Conference he attended;** Eric Porter said the conference was very interesting. He told the Volunteer Fire Departments to look into Senate Bill 22 to see how it applies to volunteer departments. It is a new law that went into effect September 1, 2021. It allows firefighters to receive workers comp due to a presumptive diagnosis for Covid 19.

Eric also provided information about the possibility for sales tax funds. There is a company that will evaluate the ESD and provide information about potential monies for a fee of \$1500-2000. If the company thinks there is enough retail tax base, they will help with the election. Their fee will depend on the amount you will collect after the tax is approved.

Eric attended a class about long term planning. After speaking with other departments he realizes how fortunate our ESD is to have the funding we have.

11. **Consider and sign Engagement Letter from Misty Culpepper for the District's 2020-2021 Audit;**

Eric Porter moved to approve and sign the Engagement Letter for Misty Culpepper to complete the annual audit for the District. Chuck Shepard seconded the motion. The motion passed unanimously.

12. **Discuss agenda items, time and date for the next meeting;**

Agenda items for November 9, 2021 include a discussion about funds from sales tax, rotating audits for fire departments, and reporting software.

16. **Adjournment.**

Chuck Shepard moved to adjourn the meeting at 7:35 p.m. David Wallace seconded the motion. The motion carried.

By: Kristie Jones

Kristie Jones, Clerk

Kaufman County Emergency Service Dist. #3