

KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3
MINUTES FROM October 8, 2024

Present: Commissioners: Chuck Carpenter, Ryan Hamilton, and Billy Bourland
Absent: David Wallace and Jon Leigh
Fire Departments: ASVFD, CMVFD, EVFD and TVFD

1. **Call meeting to order.** Chuck Carpenter 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.** Chuck Carpenter read the statement about public comment on items not on the agenda. No Public comment was presented.
3. **Public comment on Agenda items.** Chuck Carpenter read the statement about public comments on agenda items. No public comment was presented.

Administrative

4. **Review and consider approval of September 10, 2024 meeting minutes.** BR Bourland moved to approve the minutes from the meeting on September 10, 2024. Ryan Hamilton seconded the motion. The motion passed unanimously.

Reports

5. **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;** Ryan Hamilton moved to approve payments of bills and invoices. The bills included GIS Our Data for \$500.00 (monthly monitoring), Kristie Jones \$1,000.00 (October clerical duties), and Texas Emergency Services Retirement System for \$9,250.00 (Terrell VFD gave the ESD an check for \$9,250.00 to cover their pension). BR Bourland 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 \$780.29, the TBT tax account with a balance of \$119,853.07, the TBT Reserve account has \$701,478.20, and the TBT Sales Tax account has \$0.00. The current total for all accounts is \$822,111.56. The tax account earned \$978.60 interest this month and the Reserve account earned \$1,478.20. 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 September were provided to the Commissioners. BR Bourland moved to approve the financial report. Ryan Hamilton seconded the motion. The motion passed unanimously.
 - (d) **Review and Approve Quarterly Investment Report for the 4th quarter; and** During the 4th quarter the ESD earned \$9,489.63 in interest and a total of \$38,782.50 for the FY 2023-24. Ryan Hamilton moved to approve the Quarterly Investment Report. BR 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 21 calls for the month of September. There were no missed calls. The calls included 1 Building Fire, 4 Grass Fires, 6 EMS Calls, 2 Motor Vehicle Accidents, 1 Power line down, 2 Persons in distress, 4 Unauthorized Burning, and 1 Dispatched and Cancelled. Average response time was 6:48 minutes. Average number of personnel per incident was 6.7. The turn-out time for the month was an average of 1:52 minutes. The VFD received mutual aid 1 time and provided mutual aid 2 times. Training for September included 4 hours of Fire Training and 2 hours EMS 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 58 calls during September. 29 of the 58 calls were in ESD 1 and 29 calls occurred in ESD 3. The calls in ESD 3 consisted of 9 Medical Assist, 6 EMS calls, 3 Motor Vehicle Accidents, 1 Search for person, 1 Unauthorized Burning, 3 Dispatched and cancelled and 6 Citizen Complaints. Average number of personnel per incident was 2.8. Average response time in ESD 3 area was 11:14 minutes. Average turn-out time was 4:14. Training included Rescue Tools and Ce LZ Class. They currently have 25 firefighters and 3 support service members.

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 76 calls for the month of September. The calls consisted of 1 Building Fire, 1 Mobile Home Fire, 1 Road Freight Fire, 2 Brush Fires, 6 Grass Fires, 6 Medical Assists, 25 EMS calls, 14 Motor Vehicle Accidents, 2 Public Service Assistance, 1 Assist Police, 2 Public Service, 5 Assist Invalid, 2 Unauthorized Burning, 2 Good Intent, 5 Dispatched and Cancelled, 1 No Incident Found, 1 Prescribed Fire, 1 Smoke Scare, and 1 Special Type Incident. They had no missed calls, provided mutual aid 3 times, and requested mutual aid 1 time. Average response time was 8:01 minutes. Average turn-out time was 2:07 minutes. Average number of personnel per incident was 3.3. September training consisted of Hose Lays and Apparatus familiarization. Currently, they have 17 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 September, TVFD responded to 66 calls. 60 of the 66 were in ESD 3 and 6 in the City of Terrell. The 60 calls consisted of 1 Building Fire, 2 Grass Fires, 26 EMS calls, 10 Motor Vehicle Accidents, 1 Search for person, 6 Attempted burning, 1 Person in distress, 1 Assist Police, 7 Dispatched and cancelled, 2 No Incident Found, 1 Power line down, 1 Smoke at BBQ, and 1 False Alarm. They had no missed calls. Average turn-out time was 2:23. Average response time was 10:56 and average number of personnel was 3.4. They responded to mutual aid 6 times and did not request mutual aid. They have 23 firefighting members. Total time spent on calls was 42:12:50 (H:M:S).

Discussion/Action Items

10. **Approval of Engagement letter with Kyle Caperton to complete 2023-24 ESD audit;** Ryan Hamilton moved to approve the Engagement letter with Kyle Caperton. BR Bourland seconded the motion. The motion passed unanimously.

11. **Submission of VFD Agreement for Providing Emergency Services for 2024-25 for Elmo VFD and Terrell VFD;** The signed agreements from Elmo VFD and Terrell VFD were submitted and signed by Ryan Hamilton. David Wallace will sign them when he returns from North Carolina and Kristie will scan and email the signature pages to the departments.

12. **Update from GIS our Data and sales tax collections;** Chuck Carpenter reported the last email between Jake Hug and the State Comptroller's office stated the final list of taxable businesses had been submitted.

13. **Discuss agenda items, time and date for next meeting.** The next meeting will be Tuesday, November 12, 2024. The meeting will include regular business matters..

14. **Adjournment.** Ryan Hamilton moved to adjourn at 7:13 PM. BR Bourland seconded the motion. The motion passed unanimously.

By: Kristie Jones

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