

## LIMESTONE COUNTY EMERGENCY SERVICES DISTRICT #2

### SPECIAL MEETING MINUTES – MAY 9, 2024

A quorum was present, and Doug Potts called the meeting to order at 7:00 pm. Commissioners present were Paul Loeffler, Doug Potts, Mindy Warren, and Dwayne Ready. WLLVFD members attending the meeting were Sherry Solis and Ernie Solis.

**Invocation:** The Pledge of Allegiance was recited and prayer offered by Dwayne Ready.

**Citizen Comments:** None

**Introduction of new Commissioner:** Dwayne Ready briefly introduced himself.

**Presentation and approval of Prior Meeting Minutes:** - Action was taken on the following minutes.

March 19<sup>th</sup> Minutes – Paul moved to accept, which was seconded by Dwayne and unanimously approved.

April 4<sup>th</sup> Minutes – Mindy moved to accept, which was seconded by Paul and unanimously approved. Minutes from the executive session of this meeting were made available for review prior to filing by Doug.

April 16<sup>th</sup> Minutes – Paul moved to accept, which was seconded by Mindy and unanimously approved.

**ESD2 Mission & Vision Statement** – Motion by Paul to accept mission statement as presented and amended by John in a written submission. Second by Mindy and unanimously approved. Brief discussion regarding vision statement, but no motions or action taken on that topic.

**Bank signature card** – Paul made a motion that was seconded by Dwayne to approve updating the signature cards on all bank accounts held at Farmers State Bank. The following names on signature cards should be removed as they are no longer commissioners: James Lombard, Randy Behringer, and Charles Eastburn. Such signature cards should be updated to include the current slate of commissioners, Paul Loeffler, John Beall, Doug Potts, Mindy Warren, and Dwayne Ready. The matter was unanimously approved.

**TSLAC records retention schedules** – Motion by Dwayne that the Board strive to comply with the TSLAC records retention schedule as it relates to Emergency Services Districts made available by Doug. The motion was seconded and unanimously approved.

**Digital audio recordings of meetings** – The commissioners briefly discussed the pros and cons of digital recordings of meetings and transcribing them using software in lieu of summaries produced by commissioners. No motions were made, but general consensus was reached as to the purpose to be served, audience, and storage.

**Office and file cabinet access for all Commissioners** – Motion by Dwayne to establish secondary access by the Vice-President for redundancy in the event the President is unavailable. The motion was seconded and unanimously approved.

**ESD2 Commissioner volunteers for ESD2/WLLVFD focus group.** – The following Commissioners agreed to serve on the following focus groups with respective WLLVFD individuals to be sought and identified for the purpose. Emergency Medical – Mindy / Facilities – Doug / Budget & Capital Procurement – John

**Adjournment** – There being no further business, Dwayne motioned to adjourn at 7:45 PM, which was seconded by Paul and unanimously approved.

**Next Regular meeting May 21<sup>st</sup> at 7PM**