

LIMESTONE COUNTY EMERGENCY SERVICES DISTRICT #2

REGULAR MEETING MINUTES – OCTOBER 15, 2024

A quorum was present, and Doug Potts called the meeting to order at 7:00 PM. Commissioners present were Doug Potts, Mindy Warren, Paul Loeffler, and Dwayne Ready, and John Beall.

Public Attendance: Sherry Solis, Ernie Solis, Cathy Rayburn, Jeffrey Chavers, J. Griffin, Kelly Witten, and Adam Collett.

Invocation: The Pledge of Allegiance was recited and prayer offered by John Beall.

Citizen Comments: None.

Presentation and approval of minutes – Doug stated that a copy of the minutes from the September meeting were distributed. Paul motioned to accept and approve them, which was seconded by Mindy. The motion passed unanimously.

Presentation of ESD Treasurer's Report – The fiscal year ended Sept. 30th. John briefly presented actual numbers year to date and stated the sales tax consultants confirmed that the spike in sales tax was likely a one-time issue. Information presented showed that ESD expenditures were roughly \$4,440 over budget due to fluctuations in a few categories. WLLVFD was under budget regarding fuel, over budget on a few line items, but under budget overall. John then commended the WLLVFD for being within budget. Next step will be doing some planning on facilities and their improvements along with initiatives on equipment and response. As of Sept. 30th, the 3 CDs earned 2,698.00 in interest. Following John's remarks, there was some discussion about ideas to save on paper and printing costs. Motion to accept Treasurer's Report by Mindy and seconded by Dwayne. Motion passed unanimously.

WLLVFD Chief's Presentation – Chief Moore was not present and not able to make his presentation. He delegated the task of reporting to Cathy and Adam. Cathy referenced the End of Year Report and mentioned some of the highlights from that report. Those highlights included recruiting success, improved organization health, Station 1 storage, contract compliance, strategic planning, updated department documents, training improvements, responder reward program, equipment and repairs, and implementation of the AAR process. Cathy then pointed out some of the other areas of the report. The report was received, but no action taken in order to give the Board additional time to review the information and data contained therein. Mindy commended the group for their due diligence.

Adam stated there was no change regarding the Tower. He also stated the new Engine has some delays, and he is still getting quotes for the brush truck. Adam then briefly informed the Board of the call demographics for the month of September and summarized the SCBA training in September. He stated one Engine is down for repairs, but everything else is holding up.

Sherry then provided a WLLVFD treasurer's report.

ESD Agenda Items:

- A. Doug informed the Board of the **SAFE-D** Conf. February 5th – 8th to be held in Round Rock.

- B. Email accounts – Go Daddy would be expensive. Most other ESDs use free accounts with yahoo and Gmail. Doug stated he prefers Gmail for functionality. Paul made a motion to set up email accounts for Board Members. That was seconded by Dwayne. Paul then amended his motion to add titles to the email address, which was also seconded by Dwayne. Motion passed unanimously.
- C. Document Control/Records Retention Officer – Doug called for a volunteer to serve in the capacity. There being no volunteers, John recommended that board members attend the SAFE-D conference class on the subject matter and then formulate a plan.
- D. WLLVFD Service Contract status update –Doug informed the board that a signed copy was placed in the file cabinet.
- E. Executive Session – Personnel and Legal Issues – Doug called the board into Executive Session at 7:59 PM. The Board came out of Executive Session at 8:28 PM and informed those present that the Board spoke with an attorney and discussed personnel matters.
- F. Service Provider Contract Review Team – Paul motioned to name John and Dwayne on the contract service discussion panel. That motion was seconded by John passed unanimously.
- G. Audio Recording transcription method – There was no change since last month. Doug has been out of town and feeling under the weather.
- H. Website Domain/Editor – Our portal expires in December and cost \$250 to renew. Motion by Mindy to renew website editor and domain. That motion was seconded by Paul and passed unanimously.
- I. ESD Credit Card – John briefly discussed the problematic nature of procuring a credit card on the ESD account. Paul requested that his card be removed from the website renewal.

Adjournment – There being no further business, Paul moved to adjourn. John seconded the motion, and the meeting adjourned shortly after returning from Executive Session.

Next Regular meeting November 19th at 7PM