

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

MINUTES

November 27, 2023

A regular meeting of the Board of Commissioners of Burnet County Emergency Services District No. 7 was held on **Monday, November 27, 2023, at 5:30 p.m.**, at the Burnet Community Center at 401 E. Jackson Street, Burnet, Texas 78611, for the following purposes:

1. Call meeting to order: **Meeting was called to order by John Smallwood at 5:30 p.m. Present were: Commissioners John Smallwood, Roy Hallmark, and Randy Hartman. Commissioner Brenda Goble was also present, but arrived late, at 5:40 p.m. Absent was Commissioner Clayton Smith. Members of the Burnet Volunteer Fire Department and the City of Burnet Fire Department were also present.**
2. Public Comment on Agenda Items: **None.**

REPORTS

3. Receive monthly report from the Treasurer and consider:
 - (a) approval of payment of monthly bills and invoices:
 - (b) approval of monthly financial report:
Roy Hallmark moved to approve the financial report and the payment of monthly bills and invoices. John Smallwood seconded and the motion passed unanimously.
 - (c) approval of quarterly investment report for 3rd quarter: **Roy moved to approve the quarterly investment report, John Smallwood seconded, and the motion passed unanimously.**
 - (d) current year budget amendments as necessary: **None.**
4. Receive monthly report from Burnet Volunteer Fire Department regarding financial matters, training, management activities, membership, and emergency operations and out of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls: **Report presented by Chief Daniels.**
5. Receive monthly report from Lampasas Volunteer Fire Department regarding financial matters, training, management activities, membership, and emergency operations and out of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls: **None.**
6. Receive monthly report from the City of Burnet Fire Department regarding financial matters, training, management activities and personnel, membership, and emergency operations and out of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls: **Chief Ingram and Curtis Murphy were present; Curtis Murphy presented the report.**

DISCUSSION/ACTION ITEMS

7. Review and consider approval of the September 25, 2023, regular meeting minutes: **Randy Hartman moved to approve the minutes, John Smallwood seconded, and the motion passed unanimously.**
8. Discuss merger between Taber & Burnett, P.C. and Oliver, Rainey, & Wojtek, LLP, and consider engaging Oliver, Rainey, & Wojtek, LLP as auditor for Fiscal Year 2023 audit: **John Smallwood moved to approve the engagement of Oliver, Rainey, & Wojtek, LLP to conduct the Fiscal Year 2023 audit, Roy Hallmark seconded, and the motion passed unanimously.**
9. Discuss and consider Commissioners' terms of office expiring at year end: **Discussion held; no action taken.**
10. Discuss required training hours for Commissioners: **Discussion held; no action taken.**
11. Discuss and consider attending Annual SAFE-D Conference scheduled for February 22-24, 2024, in Irving, Texas: **Discussion held; no action taken.**
12. Discuss and consider updates from Subcommittee on District's fire code: **None.**
13. Receive status report on strategic planning issues, discuss short-term and long-term goals for the District, and consider taking any necessary action: **No action taken.**
14. Public Comment: **None.**
15. Discuss agenda, time, and date for next meeting: **The next regular meeting will be held at 5:30 p.m. on Tuesday, January 2nd; and the regular January meeting will be held at 5:30 p.m. on Monday, January 22nd.**

/s/ Roy Hallmark

Roy Hallmark, Secretary for Burnet County
Emergency Services District No. 7

January 22, 2024