

WISE COUNTY EMERGENCY SERVICES

DISTRICT NO. 4

NOTICE OF PUBLIC MEETING

In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of a Regular Meeting of the Board of Emergency Services Commissioners of Wise County Emergency Services District No. 4 to be held at **Chico City Hall, 400 S. Hovey Street, Chico, Texas, on Wednesday, at 6:30 p.m., September 16, 2026.**

The following agenda items will be considered, and action taken as appropriate:

1) Call to order and establish a quorum.

2) Approval of the minutes from the previous meeting(s).

3) Recognition of citizens/public comments.

During this part of the meeting, citizens are allowed three (3) minutes to make comments on any subject related to the District. The Commissioners cannot discuss, deliberate, or take any action on any item not scheduled on the agenda. Any person wishing to address the Commissioners must first register with the Secretary. Speakers will be required to state their name and address for the record. Each speaker will be allowed to speak for three (3) minutes. If speaking on behalf of an organization or group, the speaker should identify the group represented.

4) Regular / Recurring Reports and Updates

4a. Receive an update regarding the District's financial systems and financial administration, including banking, accounting, implementation of FundView financial management software, implementation of accounting and financial-management services, and related matters.

4b. Receive reports from representatives of the Alvord, Chico, Crafton, Sand Flat, and Sunset Fire Departments regarding emergency response activities, operational matters, apparatus or staffing concerns, and other District-related updates for the previous month, if any.

4c. Receive an update regarding volunteer recruitment and retention efforts, including current staffing needs, recruitment activities, onboarding, and related initiatives.

4d. Receive an update regarding implementation of the adopted Wise County Emergency Services District No. 4 Strategic Plan, including progress toward organizational priorities, service-delivery objectives, financial and capital planning, and implementation timelines; provide direction as appropriate.

5) Consider, discuss, and take appropriate action on the following items:

5a. Consider, discuss, revise, and take appropriate action regarding the Fiscal Year 2026 Budget, including any necessary budget amendments.

5b. Discuss, consider, revise, and take appropriate action regarding the Fiscal Year 2027 Budget, including revenue estimates, expenditures, capital planning, reserves, and related matters; consider adoption of the final Fiscal Year 2027 Budget.

5c. Discuss, consider, and take appropriate action regarding the District's 2026 ad valorem tax rate, including consideration and adoption of the tax rate, allocation between maintenance and operations and debt service, if applicable, required resolutions, orders, notices, certifications, and other actions necessary to levy and collect the District's 2026 ad valorem taxes.

5d. Review, discuss, revise, and consider adoption of District administrative and governance policies, and take appropriate action on the following:

5d(1). Budget and Financial Administration Policy.

5d(2). Purchasing and Procurement Policy.

5d(3). Artificial Intelligence Acceptable Use Policy.

5d(4). Cybersecurity and Information Technology Policy.

- 5d(5).** Investment Policy, including recommendations or review by legal counsel.
- 5e.** Discuss, consider, revise, and take appropriate action regarding the proposed Fire Chief/Executive Director job description and job posting, including qualifications, duties, compensation range, recruitment process, application period, selection process, hiring timeline, and related matters; authorize publication and recruitment as appropriate.
- 5f.** Discuss, consider, and take appropriate action regarding potential agreements with the City of Alvord concerning the transfer, lease, purchase, donation, or other acquisition or use of real property, facilities, apparatus, equipment, vehicles, and related assets, including authorization for negotiations and execution of agreements as appropriate.
- 5g.** Discuss, consider, and take appropriate action regarding potential agreements with the City of Chico concerning the transfer, lease, purchase, donation, or other acquisition or use of real property, facilities, apparatus, equipment, vehicles, and related assets, including authorization for negotiations and execution of agreements as appropriate.
- 5h.** Discuss, consider, and take appropriate action regarding temporary and permanent real property, facility, and storage options for District fire operations in the Alvord service area, including the potential purchase, lease, license, shared use, or other acquisition of property or facilities; potential co-location or shared use with Wise County EMS Station 5, Wise County precinct facilities or precinct barn property, or other governmental or private facilities; and the purchase, placement, lease, or use of a connex/container or other temporary storage structure for District apparatus, equipment, supplies, and related operational needs; authorize negotiations and other appropriate actions.
- 5i.** Discuss, consider, and take appropriate action regarding fire and emergency service agreements, including service provider agreements with Crafton and Sand Flat Volunteer Fire Departments; a potential contract service provider agreement with Sunset Volunteer Fire Department; automatic aid agreements; mutual aid agreements; and other related interagency service-delivery arrangements.
- 5j.** Discuss the District's transition toward providing fire and emergency services, including organizational structure, operational responsibilities, integration of existing departments and resources, implementation timelines, station readiness, and coordination with partner agencies; consider and take appropriate action.
- 5k.** Discuss, consider, and take appropriate action regarding the District's apparatus and capital equipment needs, including the condition and availability of existing apparatus; immediate and long-term replacement priorities; acquisition of new or used fire apparatus; cooperative purchasing, competitive procurement, financing, lease-purchase, or other acquisition methods; development or approval of specifications; solicitation and evaluation of proposals or available apparatus; and authorization for District representatives to identify, negotiate for, and take other appropriate steps toward the acquisition of apparatus necessary to maintain fire protection services, including apparatus for the Alvord service area.
- 5l.** Discuss, consider, and take appropriate action regarding the acquisition, purchase, lease, or other procurement of equipment, tools, supplies, furnishings, technology, communications equipment, computers, information technology, personal protective equipment, station equipment, maintenance equipment, storage equipment, and other materials necessary to establish and operate a District fire station and maintain emergency response capability in the Alvord service area, including contingency preparations in the event an agreement with the City of Alvord is not reached; authorize related expenditures and any necessary budget amendments.
- 5m.** Receive and discuss an update from the Records Management System Working Group regarding evaluation and recommendations for a District-wide records management system; discuss establishment and implementation of Wise County Emergency Services District No. 4 as a fire department and reporting entity, including NERIS registration and activation, department identifiers, transition of incident reporting responsibilities, preservation of historical records, and related implementation matters; consider and take appropriate action.
- 5n.** Discuss, consider, and take appropriate action regarding reimbursement of documented District-related expenses incurred by Commissioners or other authorized individuals, including approval of submitted expenses in accordance with District policy and applicable law.
- 5o.** Discuss, consider, and take appropriate action regarding procurement, modification, or expansion of insurance coverage for Wise County Emergency Services District No. 4, including workers' compensation or other appropriate injury coverage for volunteers; automobile and physical-damage coverage for apparatus and vehicles associated with the Alvord and Chico stations; property, equipment, general liability, public officials/directors and officers, cyber, crime/fidelity, umbrella/excess, and other insurance coverage necessary for District operations; authorize related applications, negotiations, expenditures, policy binding, and any necessary budget amendments.
- 5p.** Discuss, consider, and take appropriate action regarding establishment of a District fuel-card program and procurement of vehicle fuel and related services, including selection of a fuel-card provider, account and card controls, authorized users and vehicles, transaction and spending limits, reporting and reconciliation requirements, contract terms, and authorization for an appropriate District officer to execute and administer the agreement.

6) Schedule future Board workshops and/or special meetings, including dates, times, locations, and proposed agenda topics.

7) Future Agenda Items

8) Adjourn

WISE COUNTY EMERGENCY SERVICES DISTRICT NO. 4

By: Monty Nivens, Secretary

Monty Nivens, Secretary

POSTED on [POSTING DATE] at:

- 108 N. Trappier St, Alvord
- 215 W Elm St, Alvord
- 400 S. Hovey St, Chico
- 102 S. Weatherford St, Chico
- 745 Co Rd 1744, Chico
- 2526 FM 2127, Chico
- <http://www.wisecountyd4tx.gov>

The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law.

A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed by the Board of Emergency Services Commissioners. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/she may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting.

If at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry or a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

It should be noted that pursuant to Section 38.13, Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and (c) an offense under this section is a Class A misdemeanor.