

WISE COUNTY EMERGENCY SERVICES DISTRICT NO. 4

BOARD OF EMERGENCY SERVICES COMMISSIONERS

REGULAR MEETING MINUTES

Date: June 24, 2026

Time: 6:00pm

Location: 108 N. Trappier Street, Alvord, Texas

Notice of this meeting was posted in accordance with the Texas Open Meetings Act.

1. Call to Order and Establish a Quorum

The meeting was called to order at 6:11pm by President Yovanovitch. A quorum was physically present.

Commissioners Present:

- John Yovanovitch, President
- Monty Nivens, Secretary
- Jimmy Counts, Commissioner
- *Michelle Craighead, Treasurer [by telephone]*

Commissioners Absent:

- Tim Raley, Vice President
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2. Approval of the minutes from the previous meeting

Motion to approve the minutes from the Regular Meeting of 05/20/2026 as presented without full reading.

Made by: Mr. Counts

Seconded by: Mr. Nivens

Vote: 3-0, motion carried. Ms.Craighead abstained.

3. Recognition of Citizens

One citizen, Tim Baker, representing NaFeco, addressed the Board. Mr. Baker introduced himself and offered NaFeco as a resource and potential future business partner.

No action taken.

4. Consider, Discuss, and Take Appropriate Action on the Following Items:

At 6:20pm, the Board convened into Executive Session pursuant to Texas Government Code §551.071 to discuss confidential legal advice received from District counsel regarding governance matters previously considered by the Board and identify areas requiring additional legal clarification.

The Board reconvened in open session at 6:50pm.

No action was taken in the Executive Session.

4.a. Establishment of Priorities for the District and the Board of Emergency Services Commissioners

The Board discussed ongoing legal consultation regarding the establishment of initial District priorities. No priorities were formally designated.

Motion to defer further consideration of District and Board priorities to a future meeting.

Made by: Mr. Yovanovitch

Seconded by: Mr. Counts

Vote: 3-0, motion carried. Ms. Craighead abstained.

4.b. Update on Federal Employer Identification Number (EIN) Application

The Board confirmed receipt of the District's EIN.

No action taken.

4.c. Financial Setup Requirements and Anticipated Timelines for the Establishment of District Banking, Accounting, and Financial Management Systems

The Board discussed the establishment of the District's banking relationship and accounting services.

Motion to designate First Financial Bank in Bridgeport as the District's official depository, with the President and Treasurer designated as signatories.

Made by: Mr. Counts

Seconded by: Mr. Nivens

Vote: 3–0, motion carried. Ms. Craighead abstained.

Motion to designate KL Bookkeeping of Paradise, Texas as the District's accounting services provider.

Made by: Mr. Counts

Seconded by: Mr. Nivens

Vote: 3–0, motion carried. Ms. Craighead abstained.

4.d. Initial Financial, Administrative, and Operational Policy Priorities

Motion to defer further consideration of initial financial, administrative, and operational policy priorities to the next regular meeting.

Made by: Mr. Counts

Seconded by: Mr. Nivens

Vote: 3–0, motion carried. Ms. Craighead abstained.

4.e. Reports from Representatives of the Alvord, Chico, Crafton, Sand Flat, and Sunset Fire Departments

Representatives from Alvord, Crafton, and Sand Flat Fire Departments presented operational updates covering call activity and department status for the preceding period. Chico VFD and Sunset VFD were not present.

No action taken.

4.f. Development and Use of a Standardized Reporting Form for Service-Provider Departments

The Board discussed continued development of the standardized reporting form, including administrative platform considerations now that the District's EIN has been received.

No action taken.

4.g. Request for Proposals (RFP) for Certified Public Accounting Services

The Board discussed the status of Treasurer Craighead's research and ongoing vetting of potential providers. The matter will return for further consideration at a future meeting

No action taken.

4.h. Recruitment and Retention Initiatives, Including Volunteer Incentive and Stipend Programs

The Board discussed continued development of recruitment and retention initiatives. The item will remain on future agendas.

No action taken.

4.i. Master Plan, Growth, and Organizational Study

The Board acknowledged that the proposed third-party study remains under consideration pending budget finalization.

No action taken.

4.j. Records Retention Policy

The Board acknowledged that the proposed Records Retention Policy remains under review by legal counsel.

No action taken.

4.k. Public Information Officer Position and Related Procedures

The Board acknowledged that prior action designating Commissioner Counts as the District's Public Information Officer remains in effect, with related policy and procedures under continued development.

No action taken.

4.l. Procurement of Insurance Coverage for the District

The Board acknowledged that a quote for liability insurance coverage remains pending from VFIS, subject to underwriter review.

No action taken.

4.m. Scheduling of an Additional Board Workshop and/or Special Called Meeting

The Board discussed scheduling of the next regular meeting and proposed changes to the regular meeting start time.

Motion to change the Board's regular meeting start time to 6:30pm.

Made by: Mr. Nivens

Seconded by: Mr. Counts

Vote: 3–0, motion carried. Ms. Craighead abstained.

The next regular meeting is scheduled for July 15, 2026.

4.n. Update on Regional SAFE-D Training and Networking Event (June 13, 2026)

President Yovanovitch and Vice President Raley attended the SAFE-D North Central Regional Training and Networking Event held on June 13, 2026 in Willow Park. The Board acknowledged the update.

No action taken.

4.o. Update on Silver Lakes Property Owners Association Meeting (June 4, 2026)

President Yovanovitch attended the Silver Lakes Property Owners Association meeting held on June 4, 2026, and provided introductions regarding the District given its current startup status.

No action taken.

5. Future Agenda Items

No additional items were brought forward.

6. Adjournment

Motion to adjourn.

Made by: Mr. Counts

Seconded by: Mr. Nivens

Vote: 3–0, motion carried. Ms. Craighead abstained.

The meeting adjourned at 8:02pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Monty Nivens', written over a horizontal line.

Monty Nivens, Secretary

Approved by the Board on: 07/15/2026

A handwritten signature in blue ink, appearing to read 'John Yovanovitch', written over a horizontal line.

John Yovanovitch, President