

# WISE COUNTY EMERGENCY SERVICES DISTRICT NO. 4

## BOARD OF EMERGENCY SERVICES COMMISSIONERS

### REGULAR MEETING MINUTES

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**Date:** March 18, 2026

**Time:** 6:00pm

**Location:** 2526 FM 2127, Chico, Texas

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

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## 1. Call to Order and Establish a Quorum

The meeting was called to order at 5:59pm by President Yovanovitch. At the invitation of the board, a youth guest ceremonially struck the gavel to open the meeting.

### Commissioners Present:

- John Yovanovitch, President
- Tim Raley, Vice President
- Monty Nivens, Secretary
- Michelle Craighead, Treasurer
- Jimmy Counts, Commissioner

### Commissioners Absent:

- None

A quorum was present.

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## 2. Approval of the minutes from the previous meeting (03/04/2026)

A copy of the minutes from 03/04/2026 was provided by Secretary Nivens.

Motion to approve the minutes as presented without full reading.

Made by: Ms. Craighead

Seconded by: Mr. Raley

Vote: 5-0, motion carried.

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### **3. Recognition of Citizens**

No individuals addressed the Board.

No action was taken.

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### **4. ESD 101 Presentation**

A high-level overview of Emergency Services Districts was planned to be presented by Steve Edwards, WS ESD 3 Board President, and Jeremy Goodman, WC ESD 3 Chief.

No action taken.

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### **5. Consider, Discuss, and Take Appropriate Action on the Following Items:**

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#### **5.a. Finance**

Treasurer Craighead and Mr. Counts discussed the status of efforts to gather necessary information from the Tax Assessor and Appraisal Districts; an update will be provided at the next meeting.

Secretary Nivens further discussed the status of obtaining formation documents and EIN creation, as it relates to the Board's ability to establish formal banking relationships. An update will be provided at the next meeting.

No action taken.

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## **5. b. Discussion on findings for third-party Master Plan / Growth / Organization Study**

The Board revisited the immediate need to pursue a long-term growth study.

Motion to postpone discussion of growth study until tax revenue is received or operational need arises.

Made by: Mr. Yovanovitch

Seconded by: Mr. Counts

Vote: 5-0, motion carried.

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## **5. c. Reports**

Members from the Alvord, Crafton, and Sand Flat departments were present to discuss call statistics and provide the Board with FY26 operating budgets.

No additional reports were presented.

Motion to defer detailed discussion of budgets to the April meeting.

Made by: Ms. Craighead

Seconded by: Mr. Counts

Vote: 5-0, motion carried.

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## **5.d. Select a legal representative for ESD 4**

The President and Vice President provided an update on legal counsel procurement efforts, including status of the Request for Qualifications (RFQ).

The Board acknowledged the update and confirmed prior authorization for legal counsel procurement remains in effect.

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## **5.e. Website/Email/Social Media**

The Board discussed development of a District website and acknowledged the need for a compliant service provider.

Motion to defer development of the District website until legal counsel is engaged and a compliance service provider can be selected.

Made by: Mr. Raley

Seconded by: Mr. Counts

Vote: 5-0, motion carried.

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### **5.f. Fire Department Workshops - Organizational & Planning Session**

The Board discussed progress of departmental workshops, with one completed and others scheduled or in progress. Follow-up will occur with the remaining department.

No action taken.

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### **5.g. Board Workshop - Organizational and Planning Session**

The Board discussed a future Board workshop and acknowledged the need to engage legal counsel prior to proceeding.

No action taken.

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### **5.h. Discussion of Next Meeting/Workshop Date**

Motion to reschedule the April regular meeting to April 22, 2026.

Made by: Mr. Raley

Seconded by: Mr. Counts

Vote: 5-0, motion carried.

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## **6. Future Agenda Items**

No additional items were brought forward.

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## **7. Adjournment**

Motion to adjourn.

Motion made by: Mr. Yovanovitch

Seconded by: Mr. Nivens

Vote: 5-0, motion carried.

The meeting adjourned at 7:57pm.

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Respectfully submitted,

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Monty Nivens, Secretary

Approved by the Board on: \_\_\_\_\_

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John Yovanovitch, President

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