**Northwest Leon Count Emergency Services District #3**

**March 18, 2024**

1. **Call to Order –** The meeting was called to order by Hugo Ellison at 7:30.
2. **Roll Call –** All the commissioners were present except Billy Evans. A quorum was present.
3. **Consideration, discussion and approval of “Consent Agenda” –** Jackie made the motion to approve the “Consent Agenda” with the following correction to Item VIII of the February minutes: Normangee and Jewett requested pre-approval to spend $10,000 each from their funds to participate with Leon County Fire Fighter Training Association for a Training Facility at the Leon County Expo Center. Seconded by Duane. All were in favor. Motion carried.
4. **Discussion regarding Collections of Jewett EMS, Inc billing -** $34,217.54 was collected in February. The collection rate was 43%.
5. **Discussion of EMS Reports –** Total runs for February was 64. Of which 18 were in Jewett, 15 were in Marquez, 12 were in Normangee, 2 were in Flynn and 17 were Mutual Aid.
6. **Consideration, discussion and approval of matters regarding 911 areas and dispatching in Leon County including expenditures regarding dispatching –** None.
7. **Discussion of Fire Department Reports –** February reports were submitted by the following: Normangee has 8 runs, Jewett had 17 runs, Flynn had 7 runs and Marquez had 12 runs.
8. **Consideration, discussion and any pre-approval regarding purchases by Volunteer Fire Departments and/or Jewett EMS –** None
9. **Consideration, discussion and approval of Fire Department requests pursuant to contract –** Flynn, Jewett, Marquez and Normangee submitted requests for $3,000 monthly contract payments for March. Normangee requested $30,000.00 from their Current Year Special Request Funds to pay for the construction on their building. Jackie made the motion to approve. Seconded by Ryan. All were in favor. Motion carried.
10. **Consideration, discussion and approval of payment of bills –** Bills submitted were Jewett EMS for $58,000 for March. Paula Sony for $600 for March. Palmos, Russ and McCullough for $1,031.25 for attorney fees. Leon Co Appraisal District for $6,246.00 for 2nd quarter. Jackie made the motion to approve. Seconded by Duane. All were in favor. Motion carried.
11. **Consideration, discussion and approval of Budget Amendments –** None.
12. **Consideration, discussion and approval of any updates regarding the services of services of Auditor/Accountant in conducting Financial Review/Audit of volunteer fire department(s) including receipts/documentation for expenditures and documentation for deposits –** None.
13. **Announcement that closed meeting (executive session) will be held pursuant to Section 551.071 of the Texas Government Code for consultation with attorney and announcement of time and date.**
14. **Closed meeting (executive session) pursuant to Section 551.071 of the Texas Government Code – Consultation with Attorney – Discussion with attorney regarding a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Texas Government Code Section 551 Open Meetings Act; to wit; consideration and discussion and any action regarding matters regarding financial, performance, training, equipment, operations, compliance, personnel reports, contracts and contract terms of Volunteer Fire Departments and Emergency Medical Service in Northwest Leon County ESD #3 and any other item on agenda.**
15. **Announcement of time and date closed meeting (executive session) for the matter ends and reconvenes in open session to take any action of any matters regarding financial, performance, training, equipment, operations, compliance, personnel reports, contracts and contract terms of Volunteer Fire Departments and Emergency Medical Service in Northwest Leon County ESD #3 and any other item on agenda.**
16. **Consideration and discussion of any matters regarding financial, performance, training, equipment, operations, compliance, personnel reports, contracts and contract terms of Volunteer Fire Departments and Emergency Medical Service in Northwest Leon County ESD #3 and any other item on agenda.**
17. **Discussion of agenda items for next meeting –** Add to next month’s agenda the following: Consideration, discussion and any action regarding holding sales tax election for NW Leon Co ESD #3 in Nov 2024.
18. **Adjournment –** Ryan made the motion to adjourn at 7:55. Seconded by Jackie. All were in favor. Motion carried.

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Hugo Ellison – President Ryan O’Neal – Vice President

Jackie Moran – Treasurer Billy Evans – Asst Treasurer

Duane Henry - Commissioner