

Kaufman County Emergency Service District #5

Meeting Minutes January 15, 2026

David Campbell called to order the regular meeting of the Kaufman County Emergency Service District #5 on January 15, 2026 at 7:00 PM at the Scurry Fire Station on FM 148, Scurry, Texas.

The meeting was recorded by voice recorder.

Board members Present: David Campbell, Mike Covington, Jonathan Leyva, Stuart Andrus and Mark Gray

1. The board read the **previous meeting minutes**. David Campbell made a motion to accept the minutes as prepared. Mike Covington seconded the motion. Motion passed 5-0

2. Financial Report

- The **financial report** prepared by Annette Pritchard was presented. David Campbell made a motion to accept the financial report as prepared. Mark Gray seconded the motion. Motion passed 5-0

3. Old business and actions, pay bills, etc.

- Review 11.0 Managing Incoming Emails Process. David presented the 11.0 flowchart concerning incoming emails. This flowchart is designed to clarify who answers the incoming emails. Some require David to answer while others require Annette to answer. David Campbell made a motion to accept flowchart 11.0. Stuart Andrus seconded the motion. The motion passed 5-0
- David Campbell discussed/reviewed the email from Steve Howie regarding item due dates for all ESDs.

4. New Business

- Commissioner Reappointments are still pending

5. Reports from Fire Departments.

- Reports from both departments were turned in.

6. At 7:35pm David Campbell made a motion to **adjourn** the meeting. Mike Covington seconded the motion. Motion passed 5-0.

Minutes were prepared by Secretary Jonathan Leyva.