

ELLIS COUNTY EMERGENCY SERVICES DISTRICT NO. 10

MINUTES

November 10, 2025

A regular meeting of the Board of Commissioners of Ellis County Emergency Services District No. 10 was held on Monday, November 10, 2025, at 6:30 p.m., at the Bardwell Area Fire Department, 506 E. Sycamore Street, Bardwell, Texas 75101.

The following members were present, thus constituting a quorum:

Hank Hollywood	President	Present
Shantel Coleman	Vice President	Present
Sheryl Honza	Treasurer	Present
Brent Vrla	Secretary	Present
Chester Williams	Commissioner	Present

1. Invocation: Commissioner Hollywood.
2. Pledge of Allegiance: Commissioner Hollywood.
3. Call meeting to order: Commissioner Hollywood called the meeting to order at 6:35 p.m.
4. Public Comment: None.
5. Public Comment on agenda items: None.

REPORTS

6. Receive monthly report from the Treasurer and consider:
 - (a) approval of payment of monthly bills and invoices;
 - Bank account opened with \$500 from BAVFD (which will be reimbursed).
 - \$35.95 for checks.
 - \$10.22 account analysis charge.
 - Current balance is \$453.83.
 - No revenue yet.

(b) approval of monthly financial report;

Commissioner Williams made a motion to approve the monthly bills, invoices, and financial report. Commissioner Coleman seconded. All in favor 5-0.

7. Receive monthly report from Fire Chief regarding emergency operations, response times, call volume, training, management activities, membership, equipment, apparatus, and fire station, and take any related action;

Captain Gillentine presented information about the Department's inventory for the Service Provider Agreement. BAVFD received one mutual aid call and a grant from SAFER for \$25,000, which should cover necessary tool expenses. BAVFD hosted a public Halloween event with St. Mary's and Mensajeros De La Verdad. No action taken.

8. Receive monthly Commissioner activity reports on training received and subcommittee work;

The SAFE-D Conference will be on January 29-31, 2026 in San Antonio. Commissioners would prefer to complete training online. Commissioners Williams and Vrla will check their schedules. No action taken.

9. Receive report from General Counsel, including, but not limited to, tax matters, pending contract issues, open records request, and other legal issues, if any, and take any related action;

Kelli Carlton noted updates to be made to the District's website to comply with legal requirements, and her office will assist the District in updating the site.

DISCUSSION/ACTION ITEMS

10. Discuss and consider approval of the October 13, 2025, regular meeting minutes;

Commissioner Honza made a motion to approve the minutes for October 13, 2025. Commissioner Williams seconded. All in favor 5-0.

11. Discuss and consider action on contract for emergency services with Bardwell Area Volunteer Fire Department.

The Board discussed various revisions to provisions of the service provider contract draft with BAVFD, including services to be provided, response times, equipment, reporting, purchasing and loans, insurance, budget, auditing, term, termination and asset distribution, and other responsibilities assigned to each party in the contract. A map of the service area will need to be provided to finalize the contract. The Board will review the revised contract draft prior to the next meeting. Commissioner Vrla made a motion to approve the contract subject to legal revisions. Commissioner Honza seconded. All in favor 5-0.

12. Discuss and consider approval of purchasing agreements with HGAC and BuyBoard;

Ms. Carlton explained the purchasing cooperatives and provided background to the Board. The BAVFD currently uses BuyBoard. Commissioner Williams made a motion for the District to join HGAC and BuyBoard. Commissioner Honza seconded. All in favor 5-0.

13. Discuss and consider approval of Resolution Authorizing Payment of Fees of Office;

Ms. Carlton provided background on this optional Resolution. The Board opted not to adopt the Resolution. Commissioner Williams made a motion to not adopt the Resolution Authorizing Payment of Fees of Office at this time. Commissioner Coleman seconded. All in favor 5-0.

14. Discuss and consider Commissioners' terms of office expiring at year end;

Ms. Carlton explained that the five Commissioners' terms are staggered, with two or three appointments/reappointments each December. The Board was unclear of their initial appointment terms and will research the initial terms set by the Ellis County Commissioners Court. No action taken.

15. Discuss required training hours for Commissioners;

Ms. Carlton noted that six hours of training are required every two years. No action taken.

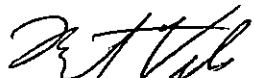
16. Discuss agenda items, time, and date for next meeting;

The next meeting will be on December 8, 2025 at 6:30 p.m.

17. Adjournment.

The meeting adjourned at 7:55 p.m.

Approved December 8, 2025



Brent Vrla, Secretary
Ellis County Emergency Services District No. 10