

**Robertson County Emergency Services District  
Board of Commissioners  
Monthly Meeting  
January 9, 2024 @ 6:30 p.m.  
RCESD/EMS Office  
287 Cooks Lane, Franklin, TX 77856**

**1. Call Meeting to Order**

President Robert Yezak called meeting to order at 6:36pm and noted a quorum present, along with legal counsel. The Board of Commissioners met at the RCESD Station/RCESD Conference Room, 285 Cooks Lane, Franklin, Texas.

The following were present:

**RCESD COMMISSIONERS**

Robert Yezak, President  
Toni Mathews, Treasurer  
Jerry Henry, Asst. Treasurer  
Kayla Sanders, Commissioner

James McCullough, Legal Counsel  
Hope Zeig, Executive Director

**VISITORS**

Amy Munoz, RCESD	Celene Lincecum, SRPVFD
David Greenwood, EVFD	Cole French, RCESD
David Buckley, HVFD	DeeDee Ferrell, FVFD
Dwain Funderburk, SRPVFD	Renda Jackson, CVFD
Ryan Haynie, BVFD	Theresa Fowler, BJVFD
Frank Little, WVFD	

**2. Public Comments**

None

**3. Consideration, discussion, and any approval of December 2023 Minutes (Action Item)**

Jim Sheldon was added to the visitors as he did not sign in.

Commissioner Henry made a motion to approve December 2023 minutes with correction. Commissioner Sanders seconded the motion, the motion carried.

**4. Consideration, discussion, and any approval of December 2023 Financial Report (Action Item)**

Commissioner Mathews made a motion to approve December 2023 Financial Report. Commissioner Henry seconded the motion, the motion carried.

- **Emergicon Collections and Write-Off Reports**  
Emergicon reports for December were not available at the time of meeting.
- **CitiBank Credit Card Statements**  
Copies of statements and invoices were included in packet. No comments or questions.
- **First Sales Tax Deposit**

First sales tax deposit was presented to commissioners.

**5. Consideration, discussion, and any approval of Reserve Funding Request of Volunteer Fire Departments to include funding adjustment (Action Item)**

- **Calvert VFD adjustment totaling \$9,452.18 for ladder maintenance**  
Commissioner Sanders made a motion to approve Calvert VFD Reserve Funding Request totaling \$9,452.18. Commissioner Mathews seconded, the motion carried.

**6. Consideration, discussion, and any approval of FY2023-24 Budget Adjustments (Action Item)**

None

**7. Consideration, discussion, and any approval of Requests for FY 2023-24 Preapproval of Expenditures of Volunteer Fire Departments (Action Item)**

- **Blackjack VFD preapproval water heater totaling \$901.96**  
Commissioner Sanders made a motion to approve Blackjack VFD preapproval for water heater totaling \$901.96. Commissioner Mathews seconded, the motion carried.
- **RCEMS preapproval of new email provider, blood program equipment, TV, surge protector and refundable deposit to Gulf Coast for blood program totaling \$7,512.34. Correct amount is \$11,515.34.**  
RCEMS needs to add \$2500 to preapproval for blood company line of credit. The payment will be returned or applied to account after a suitable amount of time has passed.

Commissioner Sanders made a motion to approve RCEMS preapprovals for new email provider, blood program equipment, TVs, surge protectors, and refundable deposit totaling \$14,015.34. Commissioner Henry seconded the motion, the motion carried.

**8. Consideration, discussion and any Approval of Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2023-24 expenditures (Action Item)**

Commissioner Sanders made a motion to approve Appropriate Expenditures for Volunteer Fire Departments and payment of approved expenditures for FY 2023-24. Commissioner Mathews seconded the motion, the motion carried.

**9. Consideration, discussion and any Approval for Payment of Robertson County Emergency Services District Monthly Expenses including payroll and RCEMS and Tower Expenses and Funds Transfer (Action Item)**

Commissioner Henry made a motion to approve payment of Robertson County Emergency Services District monthly expenses including payroll, RCEMS, and tower expenses and a funds transfer of \$262,000 from Money Market to SuperNow. Commissioner Sanders seconded the motion, the motion carried.

**10. Consideration, Discussion and any Approval of Robertson County Emergency Services District Tower Building Replacement (Action Item)**

**Approval of these milestones**

- **\$50,000.00 with order of shelter**
  - **Consider Container as shelter**
- **\$60,000.00 upon delivery of shelter**
- **\$50,000.00 with order of electrical and generator**
- **\$50,000.00 When electrical and generator are complete**
- **\$22,583.99 Final completion**

Commissioner Henry made a motion to approve milestones recommended and to direct Hope Zeig as contact person. Commissioner Sanders seconded the motion, the motion carried.

**11. Consideration, Discussion and any Approval of Robertson County Emergency Services District Subcommittee Recommendation for 2023 Employee Benefits package and items required for transition (Action Item)**

- **Other Operational and Personnel Related Items**

- **Captivate Billing Proposal vs Emergicon updates**

- Hope gave updates from meeting with Emergicon and presented addendum to change their collection rate to a flat 7%.

Commissioner Sanders made a motion to stay with Emergicon and authorize appropriate signature of addendum. Commissioner Henry seconded the motion, the motion carried.

- **Confirm ESD/EMS agree with opting out of the TASPP partial year (3 months) and revisit for full year at the end of 2024**

- Commissioner Henry made a motion to opt out of TASPP partial year and revisit for full year at end of 2024. Commissioner Mathews seconded, the motion carried.

**12. Consideration, Discussion and Any Approval of Bremond Volunteer Fire Department Purchasing Third Lot for \$6,000 of Robertson County Emergency Services District Reserve Funds (Action Item)**

Ryan gave updates on seller wanting to sell additional lot next to first two approved for purchase previous month.

Commissioner Sanders made a motion to approve Bremond VFD to purchase third lot for \$6,000 of Robertson County Emergency Services District's reverse funds, along with legal's recommendations to have a contract and to proceed in appropriate manner of purchasing property. Commissioner Henry seconded the motion, the motion carried.

**13. Consideration, Discussion and any Approval of Robertson County tower and communications updates (Action Item)**

- **Adopt a Resolution for BVWAC in conjunction with all Robertson County and Robertson County Equipment**

- No updates.

**14. Reports from Volunteer Fire Departments, including any financial, performance, training, equipment, operations, compliance, and personnel reports**

Blackjack-none.

Bremond-none.

Calvert-hazmat training with College Station Fire.

Easterly-none.

Franklin-none.

Hearne-none.

Seale Round Prairie-working on ESIP recommendations.

Wheelock-one new member.

**15. Reports from Robertson County EMS including any financial, performance, training, equipment, operations, compliance and personnel reports**

New monthly report was made available to commissioners.

**16. EXECUTIVE SESSION**

- **Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney**

- **Announcement of time and date closed meeting (executive session) for this matter ends and reconvene in open session.**
- **The Robertson County EMERGENCY SERVICES DISTRICT reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donations), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations)**

Executive session was not needed.

#### **17. RECONVENE INTO REGULAR SESSION**

- **The Robertson County EMERGENCY SERVICES DISTRICT will reconvene in a public meeting to discuss and take action on related matters.**

#### **18. Adjourn**

Commissioner Mathews made a motion to adjourn at 7:26pm. No opposition.

**The Robertson County Emergency Services District Board reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donation), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations).**

**Next Monthly Board Meeting, Emergency Services District February 13, 2024**