

**Robertson County Emergency Services District
Board of Commissioners
Monthly Meeting
Tuesday, July 11, 2023 @ 6:30 p.m.
RCEMS Station 1/RCESD Office
285 Cooks Lane, Franklin, TX 77856**

1. Call Meeting to Order

President, Robert Yezak, called meeting to order at approximately 6:33pm and noted a quorum was present, along with legal counsel. The Board of Commissioners met at the RCEMS Station 1/RCESD Conference Room, 285 Cooks Lane, Franklin, Texas.

The following were present:

RCESD COMMISSIONERS

Robert Yezak, President
Carla Barker, Vice President

Jerry Henry, Asst. Treasurer
Toni Mathews, Treasurer

James McCullough, Legal Counsel
Hope Zeig, Executive Director

VISITORS

Adam Gallagher, RCESD/EMS
Steven Von Gonten,
RCESD/EMS
Billy Huggins, RCEMC
Amy Munoz, RCESD/EMS
James Bowling, EVFD

Dee Dee Ferrell, FVFD
Jacob Morse, EVFD
Chris Wills, BVFD
Ryan Haynie, BVFD
Celene Lincecum, SRPVFD
Dwain Funderburk, SRPVFD

Erin Rodriguez, HVFD
David Bookley, HVFD
Renda Jackson, CVFD
Theresa Fowler, BJVFD
Franklin Little, WVFD
David Greenwood, EVFD

2. Public Comments

None

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

Commissioner Barker made a motion to approve June 13, 2023 minutes. Commissioner Henry seconded the motion, the motion carried.

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

- **Emergicon Collections and Write-Off Reports**
- **CitiBank Credit Card Statements**
- **Accept VFIS Refund for Easterly VFD of \$2,271**

Financial reports were presented. Emergicon collections for RCEMS, Inc. for June were \$1,119.12 and write-offs were \$123,287.14. Emergicon collections for RCESD for June were \$81,566.46.

Commissioner Barker made a motion to approve the June 2023 Financial Report, Emergicon Collections and Write-Off Reports, CitiBank Credit Card Statements, and VFIS Refund for Easterly VFD of \$2,271. Commissioner Henry seconded the motion, the motion carried.

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

None

6. Consideration, discussion, and any approval of FY2022-23 Budget Adjustments (Action Item)

- **Blackjack VFD adjustment of \$873.99**

\$873.99 from Emergency Service Equipment to Computer/Office Equip \$499.99, Mechanical Supplies \$278.00, and Postage \$96.00.

Commissioner Barker made a motion to approve BJVFD adjustment of \$873.99. Commissioner Henry seconded the motion, the motion carried.

- **Seale VFD adjustment of \$3172.56**

\$1,459.79 from Radios to Bunker Gear, \$1,224.86 from Equipment Testing to Bunker Gear Other \$775.87 and Computer/Office Equip \$448.99, and \$487.91 from Equipment Maintenance to Emergency Equipment Other

Commissioner Henry made a motion to approve SVFD adjustment totaling \$3,172.56. Commissioner Barker seconded the motion, the motion carried.

- **Other VFDs**

None

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

- **Calvert VFD preapproval of bunker gear and equipment totaling \$10,024.73.**

Commissioner Henry made a motion to approve Calvert VFD to purchase hoods, helmets, rescue saw, and drum fan totaling \$10,024.73. Commissioner Barker seconded the motion, the motion carried.

- **Franklin VFD preapproval of gear, equipment, communications accessories, batteries and foam system totaling \$8,574.74.**

Franklin VFD's preapproval amount was changed to \$7,569.74 due to foam system being removed.

Commissioner Henry made a motion to approve Franklin VFD to purchase gear, equipment, communications accessories, and batteries totaling \$7,569.74. Commissioner Barker seconded the motion, the motion carried.

- **Seale VFD preapproval of stop signs and traffic cones totaling \$630.00**

Commissioner Barker made a motion to approve Seale VFD to purchase stop signs and traffic cones totaling \$630.00. Commissioner Henry seconded the motion, the motion carried.

- **Other VFDs**

None

- **Robertson County EMS preapproval of mattresses for all stations**

Commissioner Henry made a motion to approve RCEMS to purchase mattresses for stations totaling \$3,250. Commissioner Barker 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 2022-23 expenditures (Action Item)

Commissioner Barker made a motion to approve Appropriate Expenditures for Volunteer Fire Departments and payment of approved expenditures for FY 2022-2023. Commissioner Henry 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 approval of a \$167,000 transfer from RCEMS and \$140,000 transfer from Money Market to Super Now Account totaling \$307,000. Commissioner Barker seconded the motion, the motion carried.

10. Consideration, Discussion and Any Approval of Robertson County Emergency Services District and Robertson County Emergency Medical Services Establishing Automated Clearing House (ACH) for Utilities to Avoid Late Fees and Ratify Expense (Action Item)

Commissioner Henry made a motion to approve RCEMS and RCEMS to create checks and get appropriate signatures between meetings for Utilities to avoid late fees and ratify expenses at next meeting. Commissioner Barker seconded the motion, the motion carried.

11. Consideration, Discussion and Any Approval of Transferring Funds from Security Bank of Crawford to South Star Bank, Franklin (Action Item)

Moved to executive session.

Commissioner Barker makes a motion to remain with Security Bank of Crawford and moved \$1,000,000 from Letter of Credit to Certificate of Deposit (CD) and the remaining balance of Letter of Credit plus funds from Robertson County EMS account to bring total to \$500,000 to open new Money Market Account and authorize necessary signatures to dissolve Letter of Credit and open new CD and Money Market. Commissioner Henry seconded the motion, the motion passes.

12. Consideration, Discussion and Any Approval of Robertson County Emergency Services District dba Robertson County EMS Purchasing FY 2023 Chassis from Out of State Dealer (Action Item)

Moved to executive session.

Commissioner Barker makes a motion to waive bid process by affirmative finding by Board of Health and Safety Code exemption due to safety of community served and approve Robertson County EMS to purchase Ford F450 Chassis from Olathe Ford in Kansas for total of \$65,050 which includes delivery and authorize necessary signatures to finalize purchase. Commissioner Mathews seconded the motion, the motion passes.

13. 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)

- **Procedure for Standby events: Football Game, Rodeos, and PR Events**
- **Handbook**
 - **Retirement Benefits: Health and Dental Insurance page 61 item 9**
- **Other Operational and Personnel Related Items**

Subcommittee needs to meet to discuss recommendations on Procedure for Standby events, Handbook, and Retirement benefits, and a special meeting may be needed to vote on recommendation.

14. Consideration, Discussion and Any Approval of Robertson County dispatch and console updates (Action Item)

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

Emergency Manager Billy Huggins gave radio updates, still waiting on equipment to come in. In his opinion, it is too early to adopt a BVWAC resolution because buy-in is needed from all cities and the county. Move to next month's agenda.

15. Consideration, discussion and any action regarding ground lease for tower and leases of space on tower for equipment, including terms of lease, options, economic life of tower, new accounting rules regarding disclosures about leases, alternatives (Action Item)

Moved to executive session.

Commissioner Yezak makes a motion establishing the Board's position in regard to the new GASB Statement No. 87, Leases, to be existing lease will not go beyond 30 years of the most recent lease term which began on July 1, 2023. Commissioner Barker seconded the motion, the motion passes.

16. Consideration, Discussion and Any Approval of Replacing Tower Building at the Recommendation of Jim Sheldon, Texas Communications (Action Item)

Insurance adjuster only wants to repair building not replace, and Jim Sheldon does not agree. He is getting quotes for new and refurbished buildings.

17. Consideration, Discussion and Any Approval of Alarming System for All Robertson County Towers (Action Item)

Texas Communications quote for \$15,815.68 was presented for alarm system for 4 towers. Move to next month's agenda.

18. Consideration, Discussion and Any Approval of Updating the Interlocal Agreement Between Robertson County ESD dba Robertson County EMS and Robertson County for Granted Medical Equipment (Action Item)

Interlocal agreement verbiage needs to be changed and is not available now. Move to next month's agenda.

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

Blackjack – thanked all departments for coming to help with fire on OSR.

Bremont – new tanker final inspection scheduled for end of month.

Easterly – training.

Franklin – training.

No reports from others.

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

New monthly report was made available to Commissioners.

21. EXECUTIVE SESSION

- **Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney**
Commissioner Yezak announces time, 7:35pm, and date, Tuesday, July 11, 2023, 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)**

22. RECONVENE INTO REGULAR SESSION

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

Commissioner Yezak announces time, 8:29 5pm, and date, Tuesday, July 11, 2023, Robertson County Emergency Services District reconvenes in a public meeting to discuss and take action on related matters.

Commissioner Yezak appoints FY2023-2024 Budget Subcommittee of two which includes Commissioner Carla Barker and Commissioner Jerry Henry.

23. Adjourn

Commissioner Barker makes a motion to adjourn meeting at 8:36pm and with no opposition, the meeting was adjourned.

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 August 8, 2023