

Robertson County Emergency Services District Board of Commissioners
Monthly Meeting
December 10, 2024 @ 6:30 p.m.
RCESD/EMS Office
287 Cooks Lane, Franklin, TX 77856

1. Call Meeting to Order

Vice President Carla Barker called meeting to order at 6:31pm and noted a quorum present, along with legal counsel. The Board of Commissioners met at RCESD Station 1/RCESD Conference Room, 285 Cooks Lake, Franklin, Texas.

The following were present:

RCESD COMMISSIONERS

Carla Barker, Vice President

Toni Mathews, Treasurer

Jerry Henry, Asst. Treasurer

Hope Zeig, Executive Director

James McCullough, Legal Counsel

VISITORS

Steven Von Gonten, RCESD

William Houston, RCESD

Adam Gallagher, RCESD

Jerry Hadley, BVFD

Ryan Haynie, BVFD

Allen Huggins, WVFD

Clayton Willies, SVFD

Bob Hall, SVFD

Amy Munoz, RCESD

Hank Dembosky, SW Leon

Co. ESD #2

Mark Ruland, FVFD

Samuel Porter, RCESD

Alicia Supak, RCESD

Austin Myers, EVFD

Gage Lopez, FVFD

Renda Jackson, CVFD

Nick Fowler, BJVFD

2. Public Comments

None

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

Commissioners Mathews made a motion to approve minutes from the November meeting. Commissioner Henry seconded the motion, the motion carried.

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

Commissioner Mathews made a motion to approve November financial report. Commissioner Henry seconded the motion, the motion carried.

- **Emergicon Collections and Write-Off Reports**

Emergicon collections for November totaled \$139,397.74 and write-offs totaled \$45,259.23.

- **CitiBank Credit Card Statements**

The statement was included in the packet. Invoices are uploaded via Google Drive.

- **Sales Tax Report**

Sales tax report ending 11/05/24 was included in packet.

- **Ratify payment of claim to WVFD totaling \$186.39 for travel**

Claim was filed and check to ESD was deposited. ESD paid out everything except \$186.39 which Wheelock paid themselves.

Commissioner Mathews made a motion to ratify the claim payment to Wheelock VFD for \$186.39. Commissioner Henry seconded the motion, the motion carried.

5. Consideration, discussion, and any approval of Reserve Funding Request of Volunteer Fire Departments and Robertson County ESD and Robertson County Emergency Medical Services to include funding adjustment (Action Item)

None

6. **Consideration, discussion, and any approval of FY 2024-2025 Budget Adjustments (Action Item)**
 - **CVFD adjustment of \$415.41**

Commissioner Henry made a motion to approve Calvert VFD budget adjustment of \$415.41 from Conf., Mtg., Training to Lodging/Meals. Commissioner Mathews seconded the motion, the motion carried.
7. **Consideration, discussion, and any approval of Requests for FY 2024-2025 Preapproval of Expenditures of Volunteer Fire Departments and Robertson County ESD/EMS (Action Item)**
 - **RCEMS approval of equipment, appliances, TV, and training totaling \$3,503.30**

Commissioner Henry made a motion to approve RCEMS preapproval of equipment, appliances, TV, and training totaling \$3,503.30. Commissioner Mathews 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 2024-2025 expenditures (Action Item)**

Commissioner Henry made a motion to approve Appropriate Expenditures for Volunteer Fire departments and payment of approved expenditures for FY 2024-2025. 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, tower expenses, and a funds transfer of \$280,000 from Money Market to Super Now. Commissioner Mathews seconded the motion, the motion carried.
10. **Consideration, Discussion and any Approval of Easterly Volunteer Fire Department trading Engine for Hilltop Lake Volunteer Fire Department Ford Expedition with Helping Hands facilitating (Action Item)**

Easterly's engine is older, 1996 or 1997 and in major need of repairs and is not used enough. Hilltop would like to trade for 2014 Expedition. Expedition would be used for EMS calls, trainings, and as a rehab vehicle for large scenes. Upfitting charges would be around \$1500. None of the county departments were interested in the engine. Commissioner Barker wants all board members to be here to make decision. Move to next month's agenda.
11. **Consideration, Discussion and any Approval of Robertson County Emergency Services District Subcommittee Recommendation for Robertson County Emergency Medical Services (Action Item)**
 - **Personnel Related Items**
 - **Office Manager**
 - **Executive Director**
 - **EMS Director**
 - **EMS Assistant Director**
 - **Captain**
 - **Lieutenant**
 - **Crew**

None

12. **Consideration, Discussion and Any Action Regarding Claim Filed by Patient of Emergency Medical Service (Action Item)**

Discussed in executive session. No motions made.
13. **Consideration, Discussion and any Approval of Robertson County Emergency Services District to explore Countywide Fire Billing with EmergiFIRE and County Wide Active 911 Notification System (Action Item)**

Subcommittee has not gotten together for this. Move to next month's agenda.
14. **Consideration, Discussion and any Approval of Robertson County Emergency Services District to purge and dispose of dated and end-of-life office equipment (Action Item)**

Office cleaning produced a lot of stored equipment. Other departments including IT does not need any of it.

Commissioner Henry made a motion to dispose of dated and end-of-life office equipment. Commissioner Mathews seconded the motion, the motion carried.

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

Blackjack – none

Bremond – Received \$25,000 PPE grant through forestry service. Gear has been ordered. Bremond Christmas Parade Saturday. Dispatch issues. Pagers not working. Sounds like an issue with all departments. Good to swap to Active911.

Calvert – none

Easterly – none

Franklin – going to EMR class and 300/400 class. New brush truck set to be delivered January 1.

Hearne – none

Seale – none

Wheelock – going to EMR class. Brush truck is waiting on things to come in for it.

- **AFG Radio Grant Submitted in November**
Should hear in August if we are awarded grant
- **Roberston County Commissioners Court approved funding totaling \$160,000 for BVWAC System antenna work, satellite link, and dispatch equipment**

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

New monthly report given to commissioners.

17. EXECUTIVE SESSION

Commissioner Barker called for the open meeting to end and executive session to begin at 7:10pm.

- **Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney; §551.074 of Texas Government Code - Personnel Matters**
- **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), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations)**

18. RECONVENE INTO REGULAR SESSION

Executive session ended and meeting was reconvened into regular session at 8:35pm.

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

19. Adjourn

Commissioner Mathews made a motion to adjourn meeting at 8:36pm. No opposition.

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Next Monthly Board Meeting, Emergency Services District January 14, 2024