

**Robertson County Emergency Services District
Board of Commissioners
Monthly Meeting
July 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 6:32pm and noted a quorum present, along with legal counsel. The Board of Commissioners met at RCESD 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
Kayla Sanders, Commissioner

Hope Zeig, Executive Director
James McCullough, Legal Counsel

VISITORS

Chris Wills, BVFD
Ryan Haynie, BVFD
Steven Von Gonten,
RCESD
Jacob Morse, EVFD
Kelly Deboard, WVFD
David Greenwood, EVFD

Amy Munoz, RCESD
Celene Lincecum,
SRPVFD
Bob Hall, SRPVFD
Clay Willis, SRPVFD
Renda Jackson, CVFD
Adam Gallagher, RCESD

Frank Little, WVFD
Nick Fowler, BJVFD
Theresa Fowler, BJVFD
Ed Grannan, WVFD
David Buckley, HVFD
George Evans, HVFD

2. Public Comments

None

3. Consideration, discussion and any approval of Robertson County EMS, Inc. October-December 2022 Audit by Ingram, Wallis, & Co., PC (Action Item)

Commissioner Henry made a motion to approve Robertson County EMS, Inc. October-December 2022 Audit by Ingram, Wallis, & Co., PC. Commissioner Sanders seconded the motion, the motion carried.

4. Consideration, discussion, and any approval of June 2024 Minutes (Action Item)

Commissioner Barker made a motion to approve June 2024 minutes. Commissioner Sanders seconded the motion, the motion carried.

5. Consideration, discussion, and any approval of June 2024 Financial Report (Action Item)

Commissioner Sanders made a motion to approve June 2024 financial report. Commissioner Henry seconded the motion, the motion carried.

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

- Emergicon reports were not available at time of meeting. Only the summary was provided, showing collections of \$106,044.66 for month of June.

- **CitiBank Credit Card Statements**

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

- **Sales Tax Report**
Sales tax report for period ending 06/11/2024 was included in packet.
- **Ratify Deposits for Bremond VFD Grant Reimbursement and Resale Deeds**
Commissioner Barker made a motion to ratify deposit for Bremond VFD totaling \$220,000 and deposit for resale deeds totaling \$6,770.06. Commissioner Sanders seconded the motion, the motion carried.

6. **Consideration, discussion, and any approval of Reserve Funding Request of Volunteer Fire Departments and Robertson County ESD/EMS to include funding adjustment (Action Item)**

- **Blackjack VFD request for \$15,317.67 for truck repair**
Commissioner Henry made a motion to approve Blackjack VFD's reserve funding request of \$15,317.67 for Engine 85 repairs. Commissioner Sanders seconded the motion, the motion carried.
- **Bremond VFD request for \$16,209.90 for generator**
Commissioner Henry made a motion to approve Bremond VFD's reserve funding request of \$16,209.90 for a new station generator. Commissioner Sanders seconded the motion, the motion carried.
- **Calvert VFD request for \$6928.97 for maintenance and testing**
Commissioner Barker made a motion to approve Calvert VFD's reserve funding request of \$6,928.97, \$1,457.50 to Vehicle Maintenance, \$3,764.05 to Equipment Testing, and \$1,707.42 to Building Maintenance. Commissioner Henry seconded the motion, the motion carried.
- **Seale VFD request for \$784.75 for equipment testing**
Commissioner Henry made a motion to approve Seale VFD's reserve funding request of \$784.75 for equipment testing. Commissioner Sanders seconded the motion, the motion carried.

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

- **Franklin VFD adjustment totaling \$4,900**
\$1,300 from Lodging, \$2,500 from Building Maintenance, \$600 from Communications, \$200 from Equipment Maintenance, \$200 from Dues/Memberships, \$100 from Postage, totaling \$4,900 to Vehicle Maintenance.

Commissioner Henry made a motion to approve Franklin VFD's budget adjustment of \$4,900. Commissioner Barker seconded the motion, the motion carried.
- **Seale VFD adjustment totaling \$505.11**
\$78.95 from Dues/Memberships to Communications. \$426.16 from Equipment Maintenance to Vehicle Maintenance.

Commissioner Sanders made a motion to approve Seale VFD's budget adjustments totaling \$505.11. Commissioner Henry seconded the motion, the motion carried.

8. **Consideration, discussion, and any approval of Requests for FY 2023-24 Preapproval of Expenditures of Volunteer Fire Departments and Robertson County ESD/EMS (Action Item)**

- **Blackjack VFD request for approval totaling \$4,200.51 for Equipment, supplies and gear**
Commissioner Sanders made a motion to approve Blackjack VFD's request for approval totaling \$4,200.51 for equipment, supplies, and gear. Commissioner Barker seconded the motion, the motion carried.
- **Bremond VFD request for approval totaling \$7,265.74 for air compressor**

Commissioner Sanders made a motion to approve Bremond VFD's request for approval totaling \$7,265.74 for an air compressor. Commissioner Henry seconded the motion, the motion carried.

- **Seale VFD request for approval totaling \$2,358.50 for equipment and gear**
Commissioner Sanders made a motion to approve Seale VFD's request for approval totaling \$2,358.50 for equipment and gear. Commissioner Henry seconded the motion, the motion carried.
- **Wheelock VFD request for approval totaling \$3,260 for radio equipment**
Commissioner Sanders made a motion to approve Wheelock VFD's request for approval totaling \$3,260 for radio equipment. Commissioner Henry seconded the motion, the motion carried.
- **Robertson County EMS request for approval totaling \$1,344 for lodging**
Commissioner Sanders made a motion to approval Robertson County EMS request for approval totaling \$1,344 for lodging. Commissioner Henry seconded the motion, the motion carried.

9. 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 FY2023-24. Commissioner Barker seconded the motion, the motion carried.

10. 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 Barker made a motion to approve payment of Robertson County Emergency Services District monthly expenses, including payroll, RCEMS, tower expenses, and a funds transfer of \$200,000 from EMS for payroll and \$175,000 from MoneyMarket to SuperNow. Commissioner Sanders seconded the motion, the motion carried.

11. Consideration, Discussion and any Approval of Robertson County Emergency Services District Tower Building Project (Action Item)

None

12. 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**

None

13. Consideration, discussion and any action regarding Robertson County Emergency Services District funds in financial institutions, fees and interest income, and depositing Robertson County Emergency Services District Funds in a Texas Local Government Investment Pool and consideration, discussion and authorizing any action under the Texas Public Funds Investment Act

Commissioner Sanders made a motion to cash out CD before its renewal and move to MoneyMarket account, apply to TexPool Government to establish an account, then move all money in Security Bank into TexPool account. Commissioner Henry seconded the motion, the motion carried.

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

- **Proposed Budgets review**

Blackjack – none

Bremond – none

Calvert – finished hose and pump testing

Easterly – attended Wheelock training at Camp Creek
Franklin – none
Hearne – September 21 having chili cook off, live music, vendors with City of Hearne
Seale – all testing done except SCBAs
Wheelock – training at Camp Creek

- **Subcommittee Department Meetings**

Wheelock – July 15 @ 5pm
Hearne – July 16 @ 5pm
Bremond - July 16 @ 6pm
Franklin – July 16 @ 7pm to be confirmed
Easterly – July 17 @ 5pm
Seale – July 17 @ 6pm
Calvert – July 18 @ 6pm
Blackjack – July 31 @ 5pm

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; §551.074 of Texas Government Code - Personnel Matters**
 - **Employee Evaluations (move to next month)**
- **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)**

No need for Executive Session.

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 Henry made a motion to adjourn at 7:49pm. 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 August 13, 2024