

**Robertson County Emergency Services District  
Board of Commissioners  
Monthly Meeting  
May 14, 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 6:35pm 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  
Toni Mathews, Treasurer

Jerry Henry, Asst. Treasurer  
Kayla Sanders, Commissioner

Hope Zeig, Executive Director  
James McCullough, Legal Counsel

**VISITORS**

Amy Munoz, RCESD  
Adam Gallagher, RCESD  
Dee Dee Ferrell, FVFD  
Austin Myers, EVFD  
Jacob Morse, EVFD  
Robert Stine, FVFD  
Renda Jackson, CVFD  
Ed Grannan, WVFD

Cole French, RCESD  
William Houston, RCESD  
Celene Lincecum, SRPVFD  
Dwain Funderburk, SRPVFD  
David Buckley, HVFD  
Steven Von Gonten, RCESD  
Theresa Fowler, BJVFD

**2. Public Comments**

None

**3. Consideration, discussion, and any approval of April 2024 Minutes (Action Item)**

Commissioner Barker made a motion to approve April 2024 minutes. Commissioner Henry seconded the motion, the motion carried.

**4. Consideration, discussion, and any approval of April 2024 Financial Report (Action Item)**

Commissioner Sanders made a motion to approve April 2024 Financial Report. Commissioner Mathews seconded the motion, the motion carried.

- **Emergicon Collections and Write-Off Reports**  
Emergicon collections for April were \$207,650.06 with write offs of \$10,502.69.
- **CitiBank Credit Card Statements**  
Copies of statement were included in packet. Invoices are now uploaded via Google Drive to reduce number of pages in packet.
- **Sales Tax Report**

Sales tax report for period ending 04/09/2024 was included in packet.

- **Robertson Central Appraisal District 2024 Preliminary Tax Values for RCESD**  
Preliminary tax values from Robertson Central Appraisal were included in packet.

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

- **RCEMS approval of Mobile Data Terminal (MDT) for EMS Vehicles totaling \$22,755**  
Current Mobile Data Terminals are out of warranty. If approved, Peacemaker will order and install new MDTs around July but won't bill until mid-October for it to be included in next budget.  
Commissioner Henry made a motion to preapprove RCEMS Funding Request of \$22,755.  
Commissioner Barker seconded the motion, the motion carried.

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

- **Calvert VFD adjustment of \$136**  
Commissioner Barker made a motion to approve Calvert VFD budget adjustment of \$136 from administrative fees to dues/memberships. Commissioner Mathews seconded the motion, the motion carried.
- **Franklin VFD adjustment of \$1,200**  
Commissioner Henry made a motion to approve Franklin VFD budget adjustment of \$700 from dues/memberships to vehicle maintenance, \$200 from office supplies to vehicle maintenance, and \$300 from chemical to vehicle maintenance totaling \$1200. Commissioner Sanders seconded the motion, the motion carried.
- **Seale VFD adjustment of \$500.00**  
Commissioner Mathews made a motion to approve Seale VFD budget adjustment of \$500 from mechanical tools to vehicle maintenance. Commissioner Henry seconded the motion, the motion carried.

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

- **Calvert preapproval of building maintenance (fan for bay) totaling \$14,883.75**  
Commissioner Barker made a motion to approve Calvert VFD preapproval of \$14,883.75 for fans for bay. Commissioner Henry seconded the motion, the motion carried.

- **Easterly preapproval of bunker gear, boots, and accessories totaling \$5,371.16**  
Budget allowance for bunker gear is \$2500, leaving \$153.51 for department to cover.

Commissioner Sanders made a motion to approve Easterly VFD preapproval of \$5,217.65 for bunker gear, boots, and accessories, according to budget allowance. Commissioner Henry seconded the motion, the motion carried.

- **Wheelock preapproval of bunker gear, boots and gloves (set of 3) totaling \$9,447.96**  
Budget allowance for bunker gear is \$7500, leaving \$460.76 for department to cover.

Commissioner Henry made a motion to approve Wheelock VFD preapproval of \$8,987.20 for three sets of bunker gear, boots, and gloves, according to budget allowance. Commissioner Mathews seconded the motion, the motion carried.

- **RCEMS preapproval of equipment, gear, and training totaling \$2,551**  
Commissioner Barker made a motion to approve RCEMS preapproval of equipment, gear, and training totaling \$2,551. Commissioner Henry seconded the motion, the motion carried.

Following executive session, Commissioner Mathews modified the motion for RCEMS preapproval to remove hotel from training expenses, bringing new total of preapproval to \$1,875. Commissioner Sanders 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 Henry made a motion to approve Appropriate Expenditures for Volunteer Fire Departments and payment of approved expenditures for FY 2023-2024. Commissioner Sanders 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 Sanders made a motion to approve payment of Robertson County Emergency Services District monthly expenses, including payroll, RCEMS, tower expenses, and a funds transfer of \$275,000 from Money Market to SuperNow. Commissioner Henry seconded the motion, the motion carried.

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

Update given. Generator has been delayed, racks are in, grounding needed, AC is in, electrical is partially completed, equipment transfer is pending.

**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
- TAC Health Benefits ACH Agreement and authorize signatures

Nothing new to report

**12. Consideration, Discussion and any approval of Robertson County EMS disposal of Mobile Medical Unit (MMU) Trailer and equipment (Action Item)**

MMU trailer is an ESD asset, with expired equipment that is no longer in inventory due to age. TDEM has agreed to take custody, with MMU still available to our area if needed.

Commissioner Mathews made a motion to approve Robertson County EMS to dispose of Mobile Medical Unit trailer and equipment, pursuant to an interlocal agreement between RCEMS and TDEM. Commissioner Henry seconded the motion, the motion carried.

**13. Consideration, Discussion and any approval of Franklin school district placing antenna on Robertson County ESD tower (Action item)**

Following executive session, the executive director was directed to contact contractor to get the value of adding additional equipment and what a proper monthly or annual rental fee would be, then to negotiate with Franklin ISD. Add to agenda for next month with interlocal agreement.

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

Blackjack- fish fry June 1, engine is out of service for almost 2 weeks  
Bremond- live fire training May 17-19

Calvert- none  
Easterly- none  
Franklin- bbq fundraiser May 25-27  
Hearne- none  
Seale- none  
Wheelock- none

Site visits scheduled with commissioners:

Seale Round Prairie on May 22 at 6:00pm with Commissioner Mathews and Commissioner Henry.  
Franklin on June 3 at 6:00pm with Commissioner Henry and Commissioner Sanders.  
Hearne on June 17 at 6:00pm with Commissioner Mathews and Commissioner Henry.  
Calvert on June 24 at 6:00pm with Commissioner Barker and Commissioner Henry.  
Will schedule other 4 departments at next meeting.

#### **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)**

President Robert Yezak announced the open meeting session was closed at 7:16pm and Executive Session would begin.

#### **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.**

Executive session ended and regular session reconvened at 7:40pm.

President Robert Yezak appointed Commissioner Sanders and Commissioner Barker as budget subcommittee for upcoming FY25 budget.

#### **18. Adjourn**

Commissioner Sanders made a motion to adjourn at 7:48pm. 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 June 11, 2024*