

ROBERTS COUNTY ESD No. 1
Regular Meeting
Tuesday, November 18, 2025

Members present: Tresa Seuhs, William Clark, Ryan McCoy, Carolyn Windley, Terri Cox

Members absent:

Administration Present: Jenna Anderson

Guests Present:

Agenda Item A: Call to order. The regular meeting of the Roberts County Emergency Services District No. 1 was called to order by Tresa Seuhs at 9:04 a.m. It was noted that a quorum was present.

Agenda Item B: Minutes. A motion was made by Terri Cox and seconded by Ryan McCoy to approve minutes of the previous board meeting held on October 28, 2025. Motion carried with all ayes.

Agenda Item C: Payment of Bills and Reports. A motion was made by William Clark and seconded by Terri Cox to pay bills submitted for the month of November 2025 and to accept October 2025 reports to the ESD board that include Budget, Treasurer, Tax Assessor/Collector and Executive Assistant. Motions carried all ayes. Under the Executive Assistant line item, Jenna mentioned that her Insurance premium through Texas Farm Bureau Health Plans is increasing from \$1031.25/month to \$1230.25/month. A motion was made by Terri Cox and seconded by Carolyn Windley to pay the total of Jennas insurance premium (Letter Attached). Motion carried all ayes. Jenna will also add the CD#2 Maturity information to the December Agenda.

Agenda Item D: VFD Report: No report was given, Phillip Clark was not present.

Agenda Item E: EMS Report: Jenna informed the board the EMS hired a new Paramedic named Kassadie Samora to work PRN. A motion was made by Tresa Seuhs and seconded by Carolyn Windley to approve adding Kassadie to the Payroll. Motion carried all ayes.

Agenda Item F: Siren Update: A letter was sent by Storm Sirens Inc, (Attached) in regards to the warranty on the current 2 sirens. No action was needed. Jenna spoke with Cynthia at Storm Sirens regarding entering a 4th code to the sirens for the all clear tones. They can add that code when they come install the third siren. The board would like Jenna to ask Les Leach for a price on 3 portable radios that have keypad capabilities to activate the sirens. Jenna and Carolyn will speak to the LEPC Board about possibly keeping one portable at the County Judges office and one portable at the City Office. The 3rd radio would be a floater for anyone who does not have current ability to activate the sirens, but must be on the LEPC board. This is to help offset the burden of the first responder organizations should there be an incident and sirens need to be activated. Each person with access for activation would rotate weekly. There is also a key to the boxes on the sirens to manually activate them. The key would go to whomever is activating the sirens that week should the need arise. The portables would only go to those who do not have access to a stationary radio with activation capability. A motion was made by Ryan McCoy and seconded by Terri Cox to approve the portable radio option. Motion carried all ayes.

Agenda Item G: Safe-D Conference: Jenna presented the board with Hotel information for the conference. Rooms were booked at the Holiday Inn San Antonio Riverwalk. Total for the rooms is approximately \$3,759.84. The conference fees have also been paid and total \$1,770.00. Jenna will call

Hertz and check pricing on a suburban per request of the board. A motion was made by Carolyn Windley and seconded by Terri Cox to approve the Hotel, Conference and rental car payments. Motion carried all ayes.

Agenda Item H: Citizens to be Heard: No citizens to be heard.

Agenda Item I: Executive Session. No Executive Session was taken.

Agenda Item J: Adjournment. A motion was made by William Clark and seconded by Terri Cox to adjourn. The next meeting will be held on Tuesday, December 16, @9am. Motion carried with all ayes. ESD meeting was adjourned at 10:20 a.m.

Approved: December 16, 2025

Jresa A. Senks
William H. Clark