

INGRAM VOLUNTEER FIRE DEPARTMENT

Board Meeting Transcript & Minutes

Date: November 17, 2025

Time: 5:03 PM

Location: Fire Station Board Room

Meeting Type: Regular Monthly Board Meeting

1. CALL TO ORDER & MINUTES APPROVAL

Board President: All right, call to order at 5:03 PM. We've got everyone but Woody, but he is allegedly on his way. We have minutes from the October 20 board meeting. Take a look at those, and then I'll need a motion to accept or revise.

Board Member: Neither of us were here. What are your feelings on that?

Board Member: I'll move we approve the minutes.

Board Member: I'll second.

Board President: All those in favor say aye.

Group: Aye.

***ACTION:** Minutes from October 20, 2025 approved unanimously.*

2. FIRE DEPARTMENT OPERATIONAL REPORT

Board President: All right, report from the Ingram Volunteer Fire Department. Take it away, Chief.

Fire Chief: Okay, here is our current financial standing:

Account	Balance
Bank Balance	\$233,285.42
Savings Account	\$54,894.07
Fundraiser Account	\$30,856.37
Donations (YTD)	\$52,157.00

Fire Chief: Regarding calls, since our last meeting we have had 45 calls. The total for the year so far is 307. Ray provided you a copy of those. A lot of them are FEMA related responses—just assisting them with whatever they may need. For comparison, we only made 154 calls all of last year.

Fire Chief: If they need us to move equipment, wash something down, manpower, search power—we provide it. Typically DPS or Texas Parks and Wildlife stops in and asks for help. We leave our building open for them during the day. That support operation is anticipated to wrap up in January.

Fire Chief: Regarding grants: We received the James Avery grant. We got the cabinet dryer and the washer to be able to launder our bunker gear. We are reorganizing to install those because it requires a specific 4-inch drain.

Fire Chief: Regarding FEMA reimbursement: I would remind you that FEMA is a reimbursement process and there are no guarantees. We submitted our property damages (Cap B) on Friday, November 14th. It is a 75-25 reimbursement. Our man hours and volunteer time more than make up for our 25% share. On Cap B alone we had 1,902 man hours donated.

Fire Chief: Lastly, our request for grant funding has been approved for up to \$300,000 on the tender truck. The deadline for that to be done is October 14th of 2026.

3. EQUIPMENT & MAINTENANCE UPDATES

Board President: Brandon, you want to go ahead and let them know about the tender?

Brandon (Equipment Officer): The tender is currently at 25% completion as of the 10th. They updated the pictures, but the completion date of December 10, 2025, has been removed from the status report.

Brandon (Equipment Officer): Regarding the PM plan with Citizens: they are working to make sure the process is set. It's been almost a year since we started this. Hopefully, I'll know something this week.

Brandon (Equipment Officer): For maintenance here at the station to keep costs down, we are doing pump maintenance and oil changes on the brush truck in-house. I'm working on pricing for air filters and oil filters.

Brandon (Equipment Officer): Regarding tires: We are getting ready to put front tires on three trucks—one pumper, one tender, and the mini pumper. We are implementing a 7-year aging policy based on the manufacturer date code. We will stagger this so we aren't hit with \$30,000 worth of tires in one month. We'll use A&A for the tires as they have less than a 24-hour turnaround.

Brandon (Equipment Officer): One note on grants: Until the financing for the \$300,000 tender is cleared, we cannot pull any more grants through Fire Connect. My hands are tied on approximately \$75,000 worth of other grant opportunities until that debt is settled.

4. SWIFT WATER RESCUE TRAINING INITIATIVE

Fire Chief: We sent some personnel to a Swiftwater class, November 14th through 16th. We are in the process of putting together a Swiftwater rescue team. We already have a boat, but it will stay in the box until our team is certified. We are collaborating with the Ingram Police Department.

Jason (Training Officer): It was a very good class. We had a class of about 24 people. Three of our firefighters and two IPD officers attended. The instructor was Sean from Texar.

Jason (Training Officer): We faced challenges due to the drought. We should have been training in 200 to 300 CFS (cubic feet per second) water, but were lucky to get 100 CFS at the Slittermont spillway. Because of this, we got certified to "Operational" level but could not fully categorize as Tech 1 yet. We have our foot in the door.

Jason (Training Officer): The goal is to eventually have a certified boat crew. Until then, the boat stays packed. All swift water crew members will have mental health evaluations before sitting on the team.

Jason (Training Officer): We hope to finish the boat portion (onshore/rope skills) in Q1, and then Tech 1/Tech 2 in the summer if water levels rise.

Fire Chief: We received a grant from the Lions Club to pay for this training, so the money is in our savings. Just to outfit them in dry suits is over \$16,000, roughly \$2,000 per person.

Jason (Training Officer): The going rate for a PFD is about \$299.

Board President: That's a great capability for this department. Good initiative.

5. UPCOMING EVENTS & COMMUNITY ENGAGEMENT

Fire Chief: Here is the schedule for upcoming events:

- **Nov 22:** Kerrville Lighted Parade. First Responders are Grand Marshals. FF Wyatt Kelly and Lt. Evil Schultz will represent Ingram.
- **Nov 23 (5 PM):** "Light the Y" event. We will help with traffic control.
- **Nov 23:** Food distribution at the station (turkeys/hams).
- **Nov 26:** Regular Fire Meeting.
- **Nov 29:** Comfort Christmas Parade.
- **Dec 6:** Ingram Christmas Parade.
- **Dec 13:** Department Christmas Party at the station (Catered by Copper Pot).
- **Dec 15:** Next ESD Meeting.

6. INSURANCE & INSPECTIONS

Fire Chief: We had our Texas Mutual Insurance Hazard Assessment this month. Result: No recommended changes needed. SOPs and SOGs are all encompassing.

Board President: I want to thank you for the article regarding the siren. It was important to clarify that our fire siren is strictly for calls for service, not for flood warnings initiated by the city or county.

Fire Chief: We are working on that. The helipad is also finished and in service. It has infrared night vision lights (green) to meet FAA standards. Air Evac and West Kerr Chamber want to have a ribbon cutting.

Brandon (Equipment Officer): The new walkway to the helipad makes a big difference for patient transport, especially for C-spine immobilized patients. It is ADA compliant.

7. TREASURER'S REPORT

Treasurer: Here is the Treasurer's Report for November.

Item	Amount
Beginning Balance	\$272,206.79
Deposits (2)	+ \$1,096.19
Checks Cleared (3)	- \$10,526.84
Current Bookkeeper Balance	\$263,871.61

Treasurer: I noticed a discrepancy of about \$1,095 that I need to discuss with the bookkeeper. I suspect it might be a check we wrote that hasn't cleared or is recorded differently.

Treasurer: In our Truck Account, we have \$308,032.76. Our total checking and savings is **\$571,904.37**.

Board President: All right. I'll entertain a motion.

Board Member: I move we accept the report.

Board Member: Second.

Board President: All in favor?

Group: Aye.

<i>ACTION: Treasurer's report accepted unanimously.</i>
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8. BILLS FOR APPROVAL

Treasurer: We have bills to pay totaling **\$6,171.56**.

Vendor/Item	Amount
Safety Deposit Box (Annual)	~\$220.00
Kerrville Business Services (Bookkeeper)	\$180.00
VFIS Insurance	\$10,088.00*
AMCO Overhead Door (Bay 5 repair)	\$510.00
Upstairs Floor Repair (Lumber - 1/2 cost)	\$3,095.61
Air by John Martinez (HVAC vents)	\$1,900.00
Attack 1 Auto Charger (Kuzma connection)	\$665.95

**Note: VFIS Insurance mentioned in discussion as a liability, total bills for immediate approval calculated at \$6,171.56 based on repair items.*

Board Member: I move we pay the bills.

Board Member: I second.

Board President: All those in favor say aye.

Group: Aye.

ACTION: Motion to pay bills totaling \$6,171.56 approved unanimously.

9. ANNUAL AUDIT UPDATE

Board President: Update on submitting financial information for the required annual audit.

Treasurer: We approved up to \$5,000 last time. I have talked to the firm. They are willing to do a compilation this year if we are eligible, but for FY2024 and FY2025 (with the \$300k grant), we will likely require a full audit due to revenue thresholds.

Treasurer: I will give them a call and start that process.

10. CITIZEN COMMENTS

Citizen: I want to thank you for the article in the paper clarifying the siren. My son asked if we were under attack. It is loud.

Brandon (Equipment Officer): It really helps with traffic. When school lets out, we cannot get out of the station. When the siren goes off, people actually stop and let us out.

Citizen: I also like the walkway to the helipad. That is a nice solution.

Board President: Thank you.

11. ADJOURNMENT

Board President: Motion to adjourn?

Board Member: Motion to adjourn.

Board President: Meeting adjourned.

***ACTION:** Meeting adjourned.*