

IV. Action Item

a.



Tarrant County Emergency Services District No. 1

Minutes March 11, 2025

BOARD MEETING, Thursday, March 11, 2025, at 6 PM

AT Tarrant County Fire Marshal Office, 2750 Premier St., Fort Worth, Tx 76111

BOARD MEETING

1. **Call meeting to order.** The meeting of the Emergency Services District No. 1 was called to order by Donnie Davis, President at 6:00 p.m. March 11, 2025. The Tarrant County Fire Marshal Office, 2750 Premier St., Fort Worth, TX 76111. Board members present were Donnie Davis, Katheryn Moore, Anita Heiskell, and Richard Casarez.
2. **Announcements and Board of Commissioners Comments.** Commissioner Moore spoke of attending the HOA meeting back in January in Bella Flora to discuss the need for fire hydrants in the area. They are working on creative solutions and brainstorming ideas. She has contacted the Tarrant Regional water district and, had meeting with the State Representative David Lowe regarding the need of fire hydrants to prevent what happen in California from happening here and brainstormed ideas as well. Commissioner Moore stated that Representative Lowe was most interested in helping to write that in legislation that would help with that issue. Commissioner Moore asked the audience if they had other ideas or solutions to please email them to her.
3. **Public Comment:** President Donnie Davis opened the public hearing and the following people spoke: Craig Spencer, Kenny Wilson.
4. **Action Items:**
 - a. **Approve minutes from the meeting.**
 - i. **January 2025.** Commissioner Moore made a motion to approve the minutes from the January 23, 2025, meeting and seconded by Commissioner Casarez. Motion passed unanimously.
 - ii. **February 2025.** Commissioner Heiskell made a motion to approve the minutes from February 11, 2025, meeting and seconded by Commissioner Moore. Motion passed unanimously.



Tarrant County

Emergency Services District No. 1

- b. Receive and File Financial Report of the District.**
 - i. January 2025.** Commissioner Casarez made a motion to receive and file the financials for January 2025, seconded by Commissioner Moore. Motion passed unanimously.
 - ii. February 2025.** Commissioner Heiskell made a motion to receive and file the financials for February 2025, seconded by Commissioner Moore. Motion passed unanimously.
- c. Approval to Pay Bills of the District for March 2025.** Commissioner Casarez made a motion to approve Bills for March 2025 and seconded by Commissioner Moore. Motion passed unanimously.
- d. Discussion and Possible Action Regarding Fire and/or Ambulance Services Contracts, Services Territory, or other Service-Related Issues.**
 - i. FY 2024-2025 Contracts.** One Incorporated Contract was presented for approval: City of White Settlement. Commissioner Moore made a motion to approve Incorporated contract as written to said Fire department and seconded by Commissioner Casarez. Motion passed unanimously.
- e. Discussion and possible Action Regarding ARPA Agreements and Amendments.**

No Action Taken
- f. Discussion and possible Action on extension of Professional Services Agreement for Consulting Service.** Commissioner Casarez made a motion to approve the extension of the Professional Services Agreement for consulting Services and seconded by Commissioner Moore. Motion passed unanimously. Motion was modified to include the terms month to month or until September 30, 2025. Commissioner Casarez made a motion to approve the Modification to include terms month to month or until September 30, 2025, and seconded by Commissioner Moore. Motion passed unanimously.



Tarrant County Emergency Services District No. 1

- g. Discussion and possible Action concerning supporting documentation related to agenda items.** Commissioner Moore made a motion to direct staff to contact Clicktunity to seek support in posting supporting documentations relating to meeting agendas on the website by each agenda item, seconded by Commissioner Heiskell. Motion passed unanimously. There was a discussion relating to posting only appropriate items or not posting items that may be confined to the executive session by applicable law.
- h. Discussion and possible Action on District appointments to Tarrant County Reginal Communications Advisory Board.** Commissioner Moore made a motion to appoint Mr. Stephen Watson to Represent the Tarrant County Emergency Services District No. 1 on the Tarrant County Reginal Communication Advisory Board, seconded by Commissioner Casarez. Motion passed unanimously.

5. Briefing Items.

- i. Executive Directors position.** The Board decided not to take action regarding the Executive Directors position until more data from the Fitch study is available. Future steps will include interviews, but no decisions will be made at this time.

6. Correspondence to the District.

- i. Board and District Achievements.** Chief Watson praised the board for their unpaid work efforts in obtaining necessary education and commissioning a full organizational study. The district has secured professional help and third-party financial representation to ensure proper management.
- ii. Services enhancements.** Service enhancements include increased staffing in Rendon and Briar, and additional ambulance services. These changes were based on data available before Chief Watson's tenure.
- iii. Funding and Data** There is no new funding initiatives planned until data from the Fitch study is received. The importance of good data for decision-making was emphasized.
- iv. Feedback and communication.** Chief Watson encouraged attendees to provide feedback and communicate any concerns, emphasizing the boards openness to suggestions and the ongoing efforts to improve the district.



Tarrant County Emergency Services District No. 1

7. EXECUTIVE SESSION: The Tarrant County Emergency Services District 1 Commissioners will meet in CLOSED SESSION.

President Davis called the board into an executive session at 6:38 p.m. to discuss with Mr. Stephen Watson and the board line 5i relating to personnel matters. The board reconvened at 7:16 p.m., no action was taken. A certified agenda was completed.

8. Adjourn. Meeting adjourned at 7:21 p.m.

Respectfully submitted by:

A handwritten signature in cursive script that reads "Elizabeth Siddiq".

Elizabeth Siddiq

IV. Action Item

b.

Profit and Loss
Tarrant County Emergency Services District No. 1
March 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
4001 Property Taxes	145,271.02
4003 Interest	78,417.43
4017 Sales and Use Tax	924,552.01
Total for Income	\$1,148,240.46
Cost of Goods Sold	
Gross Profit	\$1,148,240.46
Expenses	
5001 Fire Service	1,283,780.00
5003 Alarm Center	75,600.00
5010 Insurance	100.00
5018 Professional Services	12,900.00
5021 Equipment Maintenance	5,939.86
5023 Bank Charges and Fees	36.16
5025 Misc Operating Expenses	0
5028 Promotional and Website	194.00
5029 Supplies and Materials	6,307.20
5031 Vehicle Registration	7.50
Total for 5025 Misc Operating Expenses	\$6,508.70
5040 ARPA Disbursements	10,000.00
Total for Expenses	\$1,394,864.72
Net Operating Income	-\$246,624.26
Other Income	
Other Expenses	
Net Other Income	0
Net Income	-\$246,624.26

Tarrant County Emergency Services District No. 1

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

October 2024 - September 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4001 Property Taxes	7,190,723.96	7,575,931.00	-385,207.04	94.92 %
4003 Interest	354,540.96	250,000.00	104,540.96	141.82 %
4004 Sale of Equipment		80,000.00	-80,000.00	
4013 Use of Fire Reserve Funds		720,000.00	-720,000.00	
4015 ARPA Reimbursement From TC	3,035,277.68		3,035,277.68	
4017 Sales and Use Tax	6,148,909.32	8,750,000.00	-2,601,090.68	70.27 %
Total Income	\$16,729,451.92	\$17,375,931.00	\$-646,479.08	96.28 %
GROSS PROFIT	\$16,729,451.92	\$17,375,931.00	\$-646,479.08	96.28 %
Expenses				
5001 Fire Service	1,220,560.00	2,398,620.00	-1,178,060.00	50.89 %
5002 Ambulance Service	687,500.01	2,750,000.00	-2,062,499.99	25.00 %
5003 Alarm Center	264,600.00	453,600.00	-189,000.00	58.33 %
5004 Aid to Departments-Staffing	1,389,500.00	6,623,000.00	-5,233,500.00	20.98 %
5005 Tarrant Appraisal District	42,686.90	42,037.00	649.90	101.55 %
5007 Tarrant County Secretary Salary	26,200.00	91,577.00	-65,377.00	28.61 %
5010 Insurance	32,839.52	30,345.00	2,494.52	108.22 %
5018 Professional Services	81,425.10	150,000.00	-68,574.90	54.28 %
5021 Equipment Maintenance	27,101.86	150,000.00	-122,898.14	18.07 %
5023 Bank Charges and Fees	259.60		259.60	
5025 Misc Operating Expenses	101.46	100,000.00	-99,898.54	0.10 %
5026 Conference Fees	1,475.00		1,475.00	
5027 Dues and Subscriptions	11,775.00		11,775.00	
5028 Promotional and Website	2,463.55		2,463.55	
5029 Supplies and Materials	6,307.20		6,307.20	
5030 Travel Costs	6,038.30		6,038.30	
5031 Vehicle Registration	60.00		60.00	
Total 5025 Misc Operating Expenses	28,220.51	100,000.00	-71,779.49	28.22 %
5034 Capital Expense	26,643.00	720,000.00	-693,357.00	3.70 %
5035 Grant	24,462.00	349,830.00	-325,368.00	6.99 %
5040 ARPA Disbursements	1,808,900.39		1,808,900.39	
5042 Executive Director		200,000.00	-200,000.00	
Total Expenses	\$5,660,898.89	\$14,059,009.00	\$-8,398,110.11	40.27 %
NET OPERATING INCOME	\$11,068,553.03	\$3,316,922.00	\$7,751,631.03	333.70 %
NET INCOME	\$11,068,553.03	\$3,316,922.00	\$7,751,631.03	333.70 %

IV. Action Item

C.

Tarrant County Emergency Services District No. 1

Monday, April 14, 2025

Ch. #	Issue To	Purpose	Amount
1 8077	City of Everman- TCRC	FY25 Monthly Contract Payment	37,800.00
2 8078	Briar-Reno Volunteer Fire Department	FY25 2Q Fire Payment	35,750.00
3 8079	Cresson Volunteer Fire Department	FY25 2Q Fire Payment	26,400.00
4 8080	Eagle Mt. Volunteer Fire Department	FY25 2Q Fire Payment	71,750.00
5 8081	Newark Volunteer Fire Department	FY25 2Q Fire Payment	15,120.00
6 8082	Rendon Volunteer Fire Department	FY25 2Q Fire Payment	71,750.00
7 8083	City of Azle	FY25 2Q Fire Payment	46,800.00
8 8084	City of Benbrook	FY25 2Q Fire Payment	46,800.00
9 8085	City of Colleyville	FY25 2Q Fire Payment	4,080.00
10 8086	City of Crowley	FY25 2Q Fire Payment	46,800.00
11 8087	City of Everman	FY25 2Q Fire Payment	35,400.00
12 8088	City of Haslet	FY25 2Q Fire Payment	46,800.00
13 8089	City of Hurst	FY25 2Q Fire Payment	4,080.00
14 8090	City of Kennedale	FY25 2Q Fire Payment	15,750.00
15 8091	City of Lake Worth	FY25 2Q Fire Payment	35,400.00
16 8092	City of Roanoke	FY25 2Q Fire Payment	26,700.00
17 8093	City of Saginaw	FY25 2Q Fire Payment	35,400.00
18 8094	City of White Settlement	FY25 2Q Fire Payment	15,750.00
19 8095	Eagle Mt. Volunteer Fire Department	FY25 2Q Personnel Reimbursement	281,500.00
20 8096	Rendon Volunteer Fire Department	FY25 2Q Personnel Reimbursement	282,250.00
21 8097	Briar-Reno Volunteer Fire Department	FY25 2Q Personnel Reimbursement	131,000.00
22 8098	Burns Anderson Jury & Brenner, L.L.P.	inv/100576	100.00
23 8099	Stash	FY25 Monthly Contract Payment	6,150.00
24 8100	Simpson Fire Fleet Solutions	lake Worth tankerInv-333	1,133.38
25 8101	City of Watauga	Lake Worth Tanker INV-00470 and INV-00469	1,652.83
26 8102	Elevate Protection Group	Anita Heiskell Bond for replacement check 8065	50.00
27 8103	Casco Industries, inc	Inv/271139	6,307.20
28 8104	Weber Cpa LLC	Inv/2025333	500.00
29 8105	Tarrant County Tax Assessor	Vehicle Registration Renewal	7.50
30 8106	City of Benbrook	ARPA Reimbursement	1,259.68
31 8107	Tarrant County 911 Emergency Assistance District	Furniture Sale Agreement contract	10,000.00
32 8108	Clicktunity	inv/5678	194.00
33 8109	TML	File #TX224880 Reimbursement for over payment	2,344.80
34			
35			
36			
37			
38			
39			Total 1,342,779.39
40			

IV. Action Item

d.

Tarrant County Emergency Services District No. 1

Contracts for FY 2024-25

Department/Agency	Fire Contract Amount	EMS Contract	Equip.		Aid to Dept.	Grants		Date			
			Tanker	Brush		Dept. Grants	Ambulance Grants	Received	1295	Approved	Returned
Unincorporated Depts.											
Briar-Reno VFD	143,000				524,000	25,000		01/27/25	yes	02/11/25	02/12/25
Cresson VFD	105,600					12,500		10/22/24	yes	11/22/24	11/22/24
Eagle Mountain VFD	287,000	X	X	X	1,126,000	25,000		10/22/24	yes	11/22/24	11/22/24
Newark VFD	60,480					12,500		10/22/24	yes	11/22/24	11/22/24
Rendon VFD	287,000	X	X	X	1,129,000	25,000		11/06/24	yes	11/22/24	11/22/24
Total	883,080										

Incorporated Depts.											
Azle, City of	187,200	X	X	X		25,000		12/12/24	---	12/16/24	12/17/24
Benbrook, City of	187,200	X	X	X		25,000		12/04/24	---	12/16/24	12/16/24
Colleyville, City of	16,320	X				---		11/08/24	---	11/22/24	11/22/24
Crowley, City of	187,200	X	X	X		25,000		11/20/24	---	11/22/24	11/22/24
Everman, City of	141,600	X	X			25,000		02/10/25	---	02/11/25	02/12/25
Haslet, City of	187,200		X	X		25,000		11/14/24	---	11/22/24	11/22/24
Hurst, City of	16,320	X				---		11/01/24	---	11/22/24	11/22/24
Kennedale, City of	63,000	X				25,000		11/05/24	---	11/22/24	11/22/24
Lake Worth, City of	141,600		X	X		25,000		12/04/24	---	12/16/24	12/17/24
Roanoke, City of	106,800	X				12,500		11/18/24	---	11/22/24	11/22/24
Saginaw, City of	141,600		X			25,000		02/10/25	---	02/11/25	02/12/25
White Settlement, City of	63,000					12,500		02/20/25	---	03/11/25	03/12/25
Total	1,439,040										

Mutual Aid											
Blue Mound, City of	8,500					---		12/06/24	---	12/16/24	12/17/24
Edgecliff Village, Town of	8,500					---		03/18/25	---		
Forest Hill, City of	8,500					---		11/18/24	---	11/22/24	11/22/24
Fort Worth, City of	8,500							10/22/24		9/17/22024	10/22/24
Mansfield, City of (+EMS)	8,500	X				---		01/22/25	---	1/23/225	01/24/25
Rhome, City of	8,500					---		10/28/24	---	11/22/24	11/22/24
River Oaks, City of	8,500					---		02/10/25	---	02/11/25	02/12/25
Sansom Park, City of	8,500							12/04/24	---	12/16/24	12/17/24
Watauga, City of (+EMS)	8,500	X				---			---		
Burleson, City of (+EMS)	8,500	X									
Total	85,000										

Tarrant Co. Reg. Comm.	453,600					---	---	2/10/25		02/11/25	02/12/25
-------------------------------	----------------	--	--	--	--	-----	-----	---------	--	----------	----------

THE STATE OF TEXAS §
§
COUNTY OF TARRANT §

Town of Edgecliff Village, Texas
Mutual Aid

The TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO. ONE, acting by and through its Board of Emergency Commissioners, hereafter referred to as DISTRICT, and the TOWN OF EDGECLIFF VILLAGE, TEXAS, hereafter referred to as TOWN, enter into the following Agreement:

Section 1: Authority and Services

TOWN has a volunteer fire department recognized by the Insurance Commission of the State of Texas or a full-time professional fire department, and is, by an order or resolution of its governing body, authorized to enter into this Agreement with DISTRICT for the use of the personnel and equipment of TOWN for the purpose of providing fire protection to real and personal property located outside the boundaries of TOWN and within such distance as the TOWN may be reasonably expected to render service in case of emergency service needs. The equipment and personnel of the TOWN shall be under the control and supervision of TOWN employees during a fire or emergency medical response pursuant to this Agreement. In accordance with Section 418.109(d) of the Texas Government Code or Section 791.027 of the Texas Government Code, it is also understood and agreed that the existence of this Agreement does not prevent the TOWN from providing mutual aid assistance on request from another municipality, county, emergency services district, fire protection agency, organized volunteer group or other emergency service entity, and shall not be obligated to respond, when in the sole judgment of the TOWN, such response would leave insufficient protection for the TOWN.

Section 2: Fire Services Provided

TOWN and DISTRICT hereby agree that for and in consideration of the monies to be paid by DISTRICT to TOWN, the TOWN will provide, through its fire department, fire protection services to the area described. These services include fire protection, fire rescue and first response for emergency medical services. In the event that the TOWN resources are unavailable at the time of the request for services, the TOWN will take reasonable efforts to make the resources available as soon as reasonably possible.

Section 3: Fire Service Compensation

DISTRICT agrees to pay to TOWN within 90 days of execution of this Agreement the total sum of EIGHTY-FIVE HUNDRED DOLLARS (\$8,500.00) during this contract year for fire protection services as requested by other departments contracting with the DISTRICT and within the TOWN's ability to respond.

Section 4: Equipment

DISTRICT is under no obligation with respect to providing firefighting equipment or ambulance vehicles or supplies, or any other expenses incidental to the carrying out of this Agreement, and will have no right, title or interest in and to vehicles and equipment belonging to or contracted for by TOWN.

Section 5: Term

Regarding payment, this Agreement will be in full force and effect for and during the period beginning October 1, 2024 and ending September 30, 2025. Regarding response purposes, this Agreement will remain in force until the 2025-26 DISTRICT budget is approved by the Commissioners and a new Agreement is executed retroactive to October 1, 2025 under the same terms and conditions.

Section 6: Payment of Funds

The DISTRICT will use its general fund to pay for the services supplied by the TOWN pursuant to this Agreement. Payment pursuant to this Agreement will be in accord with the Rules and Regulations promulgated by the Commissioners. Said payments will be made as funds are available to DISTRICT.

Section 7: Emergency Scene Control

Whenever TOWN responds to a call outside its normal jurisdictional limits, it will operate under the Fire Code in effect within the TOWN limits of such cities or fire department primarily responsible for service to the area being served by TOWN. Any fire investigators or other personnel who respond from DISTRICT to a fire or emergency scene which is under the control of TOWN will be governed by the Fire Code of the TOWN within whose limits the TOWN normally operates. TOWN personnel agree to fully cooperate with DISTRICT personnel.

Section 8: Inspection of Equipment

The DISTRICT or its agent has the right to inspect the equipment of the TOWN that the TOWN operates in its performance under this Agreement. The parties acknowledge that the nature of the TOWN's equipment determines the consideration paid under this Agreement. In the event that the inspection reveals that the equipment is not in operating condition and in compliance with the Insurance Services Office (ISO) requirements for a department of its size, the TOWN will authorize a re-inspection by the DISTRICT within fifteen (15) days. In the event the equipment is not in operating condition or in compliance with the ISO requirements for a department of its size during the re-inspection, all payments by the DISTRICT to the TOWN will cease until the problem is corrected as certified by the DISTRICT.

Section 9: Workers' Compensation Coverage

The TOWN shall maintain statutory workers' compensation coverage for its employees, officers and volunteers regarding the TOWN's performance under this contract. The TOWN recognizes that the DISTRICT has no responsibility to furnish this coverage and TOWN waives any right to pursue the DISTRICT for liability regarding payments for this coverage or for liability regarding payments for claims filed against this coverage.

Section 10: Line of Duty

When an employee or volunteer of the responding TOWN is performing duties under the terms of this Agreement, that person is considered to be acting in the line of duty for the TOWN for the purposes of 42 U.S.C.A., Section 3796; is considered to be in performance of duties for the TOWN within the applicable provisions of Chapter 615 of the Texas Government Code, and of Chapter 142, Texas Local Government Code; and shall be entitled to any other benefits which accrue under law as a result of injury, death or loss which occurs while in the line of duty for the TOWN under this Agreement. This section does not increase the DISTRICT's liability under this Agreement.

Section 11: Assignment of Liability

The assisting party (TOWN) shall be responsible for any civil liability or costs that may arise from the fire protection, fire rescue and first response for emergency medical services that the assisting party provides to the requesting party (DISTRICT) under this Agreement. The parties agree pursuant to Section 791.006 (a-1) of the Texas Government Code that assignment of liability provided by this Agreement is intended to be different than liability otherwise assigned under Section 791.006 (a) of the Texas Government Code, which provides that "the governmental unit that would have been responsible for furnishing the services in the absence of the contract is responsible for any civil liability that arises from the furnishing of those services." The parties also agree that pursuant to Section 775.0366 (e) of the Texas Health and Safety Code that assignment of liability provided by this Agreement is intended to be different than liability otherwise assigned under Section 775.0366 (d), which provides that the "district is responsible for any civil liability that arises from furnishing those services if the district would have been responsible for furnishing the services in the absence of the contract." It is expressly understood and agreed, however, that in the execution of this Agreement, neither the TOWN nor the DISTRICT waives, nor shall be deemed to waive, any immunity or defenses that would otherwise be available to it against claims arising in the exercise of governmental powers and functions, including the liability limits and immunities for a governmental unit provided by the Texas Tort Claims Act, Chapter 101, Civil Practice and Remedies Code, or other law.

Section 12: Implied Rights; Employees

By entering into this Agreement the parties do not intend to create any obligations expressed or implied other than those specifically set forth herein and this Agreement

will not create rights in parties not signatories hereto. The employees of the TOWN are not employees or agents of the DISTRICT by virtue of this Agreement. The employees of the DISTRICT are not employees or agents of the TOWN by virtue of this Agreement.

Section 13: Conferring of Rights

This Agreement does not confer any rights on third parties who are not signatories to this Agreement, therefore no person may bring suit against TOWN or DISTRICT regarding the performance of this Agreement as a third party beneficiary of this Agreement.

Section 14: Cancellation

DISTRICT and TOWN retain the right to cancel without cause this Agreement on thirty (30) days written notice to the non-canceling party. In the event of cancellation, DISTRICT will pay a prorated share of the monies due only if the TOWN provides services as required in the Agreement during the period of time leading up to the termination date. However, in the event that TOWN exercises this right of cancellation, TOWN must repay to DISTRICT all money paid TOWN by DISTRICT for personal property, if any, purchased by the TOWN with funds from the DISTRICT.

Section 15: Form 1295 Acknowledgement

TOWN acknowledges that it is a governmental entity and not a business entity as those terms are defined in Section 2252.908 of the Texas Government Code, and therefore, no disclosure of interested parties pursuant to Section 2252.908 of the Texas Government Code is required.

WITNESS the signatures of the respective parties hereto this the _____ day of _____, _____.

**TARRANT COUNTY EMERGENCY
SERVICES DISTRICT NO. 1**

**TOWN OF EDGECLIFF VILLAGE,
TEXAS**

President

Authorized Official

ATTEST:

ATTEST:

Secretary/Treasurer

Secretary

IV. Action Item

e.

TARRANT COUNTY EMERGENCY SERVICES DISTRICT No. 1

Policy Title: Open Meetings
Authorized By: TCESD 1 Board of Commissioners
Effective Date: 4/14/2025

Purpose and Scope: Tarrant County Emergency Services District No. 1 (the "District") is committed to conducting its meetings in compliance with the Texas Open Meetings Act (Chapter 551 of the Texas Government Code). This policy establishes procedures to ensure transparency, public participation, and orderly conduct in all meetings of the Board of Commissioners.

Policy:

I. Meeting Notices

1. **Posting Requirements:** The District shall provide public notice of all meetings as required by the Texas Open Meetings Act. Notices shall be posted at least 72 hours in advance, except in cases of emergency meetings, which require notice pursuant to applicable law.
2. **Notice Location:** Meeting notices shall be posted at the District's administrative office, on the District's internet website, and in any other location required by law.
3. **Contents of Notice:** The notice shall include the date, time, location, and agenda for the meeting. Only topics listed on the agenda may be discussed or acted upon during the meeting. Topics listed shall be reasonably specific in order to provide proper notice of deliberations.
4. **Supporting Documentation:** The District shall make pertinent supporting documentation relating to the meeting agenda available on the District's internet website. The information shall be titled "agenda packet" for the associated meeting notice/agenda posting. The agenda packet shall be posted at least 72 hours prior to the meeting date and time and contain the relevant information that is available at the time of posting. Only information that is considered public according to applicable law shall be published. The district reserves the right to consider any new information or documentation related to lawfully noticed agenda items that becomes available after the agenda packet has been posted. Such information will be made available on request following the meeting pursuant to applicable law.
5. **Emergency Meetings:** In cases of urgent public necessity as defined in Chapter 551 of the Texas Government Code, Sec. 551.045, the Board may call an emergency meeting with notice as required by applicable law. The reason for the emergency must be clearly stated in the notice.

TARRANT COUNTY EMERGENCY SERVICES DISTRICT No. 1

II. Meeting Rules of Order

1. **Parliamentary Procedure:** Meetings shall be conducted in accordance with **Robert's Rules of Order, Newly Revised**, unless superseded by applicable law or District policy.
 2. **Quorum Requirement:** A quorum, consisting of a majority of the Board of Commissioners, must be present to conduct official business.
 3. **Agenda Adherence:** The Board shall follow the posted agenda and may not take action on items not included in the agenda.
 4. **Motions and Voting:** All decisions shall be made by a majority vote of the Commissioners present unless a higher threshold is required by law. Votes shall be recorded in the meeting minutes.
 5. **Public Record:** Minutes shall be kept for all meetings and made available to the public in accordance with the Texas Public Information Act.
-

III. Meeting Conduct

1. **Decorum:** Board members, staff, and attendees are expected to conduct themselves in a respectful and professional manner. Disruptive behavior will not be tolerated.
 2. **Chair's Authority:** The Board President or presiding officer has the authority to enforce meeting rules, maintain order, and limit discussions that are repetitive, irrelevant, or inappropriate. Persons in attendance who are not members of the governing body shall not speak unless recognized or directed by the presiding officer.
 3. **Time Management:** The presiding officer shall ensure meetings are conducted efficiently, allowing adequate time for discussion while adhering to the posted agenda.
 4. **Removal for Disruption:** Any person who disrupts the meeting may be asked to leave. If necessary, law enforcement may be called to enforce order.
-

IV. Citizen Comment

1. **Public Participation:** The Board shall provide an opportunity for public comment during each regular meeting.

TARRANT COUNTY EMERGENCY SERVICES DISTRICT No. 1

2. **Sign-Up Requirement:** A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. The citizen shall provide their name and the topic they wish to address. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed by the Board of Emergency Services Commissioners.
 3. **Time Limit:** Each speaker will be allowed up to **three (3) minutes** to address the Board. The presiding officer may extend or reduce time limits as necessary.
 4. **Restrictions on Topics:** Public comments must pertain to District business. The Board cannot deliberate or act on issues raised during public comment unless they are included in the posted agenda. If a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.
 5. **Decorum:** Speakers must address the Board respectfully. Personal attacks, vulgar language, or disruptive behavior will not be permitted. Pursuant to Section 38.13, Texas Penal Code, **HINDERING PROCEEDINGS BY DISORDERLY CONDUCT:** (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and, (c) An offense under Section 38.15, Texas Penal Code is a Class A misdemeanor.
-

V. Executive Session

1. **Permitted Topics:** The Board may enter into executive session as allowed by applicable law, including but not limited to:
 - Consultation with legal counsel (§551.071)
 - Real estate transactions (§551.072)
 - Deliberation of a prospective gift (§551.073)
 - Personnel matters (§551.074)
 - Security matters (§551.076)

TARRANT COUNTY EMERGENCY SERVICES DISTRICT No. 1

- Deliberation regarding economic development negotiations (§551.087)
 - Deliberations regarding security devices or audits (§551.089)
2. **Procedure for Executive Session:** The presiding officer shall announce the specific statutory section authorizing the executive session before the Board convenes in private. A certified agenda pertaining to the closed session shall be executed.
 3. **Confidentiality:** Discussions in the executive session are confidential and may not be disclosed except as required by law.
 4. **No Final Action in Executive Session:** No vote or final decision may be made during an executive session. Any action resulting from the discussion must be taken in an open meeting.
-

VI. Compliance and Amendments

1. **Compliance with Law:** The District shall comply with all applicable provisions of the Texas Open Meetings Act. Any conflicts between this policy and state law shall be resolved in favor of the latter.
2. **Amendments:** This policy may be amended by a majority vote of the Board of Commissioners at a duly posted meeting.

TARRANT COUNTY EMERGENCY SERVICES DISTRICT No. 1

**No
Documentation
for this Item**

**No
Documentation
for this Item**

**No
Documentation
for this Item**

IV. Action Item

i.

TARRANT COUNTY EMERGENCY SERVICES DISTRICT No. 1

Policy Title: High Risk Resource Allocation
Authorized By: TCESD 1 Board of Commissioners
Effective Date: 4/11/2025

Purpose and Scope

Tarrant County Emergency Services District No. 1 (“the District”) is committed to supporting enhanced emergency response capabilities during high-risk events, including elevated fire danger, severe weather, special events, and other critical incidents. This policy establishes the criteria, procedures, coordination framework, and cost structure for the deployment of additional resources. These allocations are intended for extraordinary circumstances only and are not a substitute for routine operational responsibilities or a condition for expected response to Fire and EMS incidents.

Policy

I. Criteria for Resource Allocation

Additional resources may be authorized by the District when one or more of the following conditions are met:

1. **Elevated Fire Risk:** Fire weather conditions rated as elevated, critical, or extreme (e.g., Red Flag Warnings) in combination with fuel conditions indicating high wildfire potential, and where enhanced resourcing will support the protection of life and property.
2. **Severe Weather:** Forecasted or actual severe thunderstorms, tornadoes, or significant flooding events where pre- or post-event resourcing would improve public safety outcomes.
3. **Disasters, Emergencies, Special Events:** Any natural or man-made disaster, major emergency, or special event in which resource enhancement would protect life and property.
4. **Apparatus and Personnel Standards:** All apparatus must meet relevant specifications under NFPA and NWCG standards. Assigned personnel must hold applicable certifications through the Texas Commission on Fire Protection (TCFP), National Wildfire Coordinating Group (NWCG), and Texas Department of State Health Services (DSHS).
5. **Eligible Resources Include:**
 - Type 1 Engine (minimum 3 personnel)
 - Type 3 Engine (2–3 personnel)
 - Type 6 Brush Truck (2 personnel)
 - Tender/Tanker (1 personnel)
 - Ambulance (2 personnel)

TARRANT COUNTY EMERGENCY SERVICES DISTRICT No. 1

II. Deployment and Coordination

1. Resource augmentation shall be prioritized based on incident severity and operational need. Due to feasibility limitations, not all departments may receive additional resources during every event.
2. Once qualifying criteria are met, the District Executive Director, or their designee, shall coordinate with area Fire and EMS departments to assign resources in a manner that maximizes strategic impact and response effectiveness.
3. Additional resources must be above and beyond regular daily staffing to ensure true capability enhancement.
4. Assignments shall generally be organized in 12-hour operational periods or aligned with peak demand timeframes.
5. Authorization for deployment requires submission and approval of the designated resource activation form included within this policy.

III. Cost Allocation

1. Subject to available funds and District Board-approved appropriations, contingency funds may be used to support high-risk resource deployment. As a general guideline, additional resourcing should be limited to one supplemental unit per operational period per north/south geographic area of the District, unless exceptional circumstances warrant otherwise.
2. Authorized reimbursement rates:
 - o Type 1 Engine: \$120/hour
 - o Type 3 Engine: \$80-\$120/hour
 - o Type 6 Brush Truck: \$80/hour
 - o Tender/Tanker: \$40/hour
 - o Ambulance: \$80/hour
3. Reimbursement requires submission of a completed resource authorization form and invoice to the District business office. Upon approval, payments will be processed within 60 days.
4. Liability, workers' compensation, and all associated responsibilities remain governed by the existing services agreement between the District and the service provider. This policy does not constitute a separate agreement for services, nor does it modify or supersede existing contractual terms, conditions, or legal responsibilities.