



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

Tarrant County Emergency Services District No. 1  
Regular Board Meeting  
4900 River Oaks Blvd, River Oaks, Texas 76114  
January 13, 2026, 6:00 pm  
**MINUTES**

**ROLL CALL**

Board Members Present:

- Donnie Davis, President
- Katheryn Moore, Vice President
- Richard Casarez, Treasurer/Secretary
- Anita Heiskell, Assistant Treasurer
- Fate Jones, Commissioner

Board Members Absent:

Staff Present:

- Russell Shelley, Executive Director/Fire Chief
- James Brown, Assistant Chief - EMS
- Ryan Florence, Battalion Chief- EMS
- Jennifer Hilburn, Chief Financial Officer
- Alicia Johnson, Human Resources and Administrative Services Manager

**I. CALL TO ORDER**

The January 13, 2026, Regular Tarrant County Emergency Services District No. 1 Board Meeting was called to order by President Davis at 06:00 pm.

**II. INVOCATION**

Pastor, Eric Ogea provided the evening's invocation.

**III. PLEDGES OF ALLEGIANCE**

Pledge of Allegiance to the American and Texas Flags.

**IV. PRESENTATIONS**

- a. Executive Director Shelley presented to December 2025 Financial Report.

December 2025 Expenses:	\$9,044,690.39
TexPool Fund Balance:	\$17,004,123.59

Chief Shelley reported staff has begun the lengthy and time-consuming process of implementing Typer Technology (finance software) and UKG (payroll software)

ARPA payments have been issued as shown below:

- Crowley FD \$1,740,000.00
- Everman FD \$150,000.00
- Everman FD \$580,000.00
- Kennedale FD \$580,000.00
- Eagle Mountain FD \$589,790.44

Financial Impact: Expenses \$3,639,790.44

Commissioner Casarez inquired about the turnaround time for the ESD to receive their refund for the ARPA funds issued to other agencies. CFO, Jennifer Hilburn reported that once all documentation was accepted by the County, she will receive correspondence confirming the date of refund to the ESD.

V. **BOARD OF COMMISSIONERS COMMENTS AND ANNOUNCEMENTS**

None

VI. **DISCUSSION AND POSSIBLE ACTION REGARDING THE ORDER OF BUSINESS OR AGENDA ITEMS**

None

VII. **PUBLIC COMMENTS**

None

VIII. **CONSENT AGENDA**

All items listed below are considered routine and will be enacted with one motion. There will be no separate discussion of items unless a Board Member or citizen so requests, in which event, the item will be removed and considered separately.

- a. Approval of Minutes of December 16, 2025, Regular Board Meeting
- b. Approval of a service contract with the City of Everman

**MOTION:** *Commissioner Moore made a motion to approve the Consent Agenda as presented; Commissioner Heiskell seconded the motion.*

*The motion passed unanimously.*

IX. **PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS**

None.

X. **CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS**

- a. Discussion and/or action on the lease purchase of mobile data computers for in-vehicle use

Chief Shelley reported B.C. Jeff Ballew has been meeting with MDC companies for several weeks to determine the best option for the ESD that is both cost-effective and meets all our needs.

The agreement on the agenda is for a 5-year lease purchase, renewal as technology advances and equipment requires replacing. Commissioner Casarez asked if the 5-year period is standard and/or best practice. Chief Shelley reported that the replacement of any technology product is typically 5 years and that the ESD is comfortable with those terms.

Staff have determined that the purchase of MDCs through GTS Technology for the provision of mobile data computers and patient reporting computers is both cost-effective and meets all the needs of the ESD. Mobile data computer to be purchased under the TIPS Cooperative Purchasing Agreement.

**MOTION:** *Commissioner Moore made a motion to approve an agreement with GTS Technology Solutions for the lease purchase of all mobile data computers and patient reporting computers including all related equipment and installation services in an amount not to exceed \$158,000 through TIPS Cooperative Purchasing and authorize the Board President to execute the agreement. Commissioner Heiskell seconded the motion.*

*The motion passed unanimously.*

- b. Discussion and/or action on an agreement with EMS MC for the provision of EMS and Fire billing services

Chief Shelley explained that as we begin moving into ambulance transport operations in the very near future, it's going to be critical for us to have a partner in place that's going to handle our EMS billing. Chief Brown and Chief Florence spent a considerable amount of time meeting with different vendors that operate in this market. The companies that we met with are all very prominent in the industry for EMS building, Emergicon and EMSMC being two of the larger companies in the United States doing this kind of work. Staff have experience with several of them.

It is our very strong recommendation that we move forward with MSMC as our billing services. Another key feature that I think is important to reiterate to you all is with us getting our ambulance provider license in place and then all of the subsequent certifications and agreements that have to be signed with groups like Medicare, Medicaid and private insurance companies, MSMC will assist us with having all of those credentials that are required in place.

Chief Brown, at the request of Commissioner Heiskell further elaborated on EMS MC's capabilities, services, and the costs associated in comparison to the other providers vetted by staff. Chief Shelley further explained how impressive their website was and the data collection capabilities. For these reasons, he believes the ESD will be more successful in collecting a higher percentage of our ambulance billing.

**MOTION:** *Commissioner Jones made a motion to approve an agreement with EMS MC for the provision of EMS billing and fire response billing and authorize the Board President to execute the agreement. Commissioner Casarez seconded the motion.*

*The motion passed unanimously.*

**XI. ACTION ITEMS**

None

**XII. BRIEFING ITEMS**

Brief updates were given on the following topics.

- a. Whiskey Flats Temporary Fire Station Grand Opening and Push In Ceremony Update Planning of Open House for Whiskey Flats Temporary Fire Station

February 28, 2026, 10:30 am to 1:00 pm

- b. Strategic Plan and Financial Forecast Update

Staff are actively working to prepare a five-year strategic plan and financial forecast for the Board's consideration. This work will be tentatively presented at the February Board meeting, and it will serve as an adopted guide for moving into the FY 2027 budget development process.

Commissioner Casarez requested a few Budget Workshops be scheduled as the FY 27 Budget Process gets underway so that the Board can offer input. Chief Shelley reported the budget process for staff would begin in April, followed by Board involvement in May.

President Davis followed up with whether the presentation of the Comprehensive and Financial Plan would require a Special Meeting. Chief Shelley stated a Special Meeting would not be required.

- c. Fire Operations Update

Updates on the following were provided:

- Whiskey Flats station is fully operational.
- Fire/EMS Records Management program will go live on February 1st.
- Interviews to fill out Eagle Mountain and Rendon stations will be held next week.
- Policy development with Lexipol is ongoing.
- Renovations at Briar Station 370 continue.
- Rendon Station has been purchased.
- Whiskey Flats land has been purchased.
- Concrete work for new Rendon station is being planned and bid.
- Most all uniforms have been received and issued.
- Tender 370 for Briar has been delivered and will go in service soon.

- d. EMS Operations Update

Updates on the following were presented:

- Ambulance provider license is in process with the Department of State Health Services
- All personnel have recently completed IV Therapy training.
- EMS equipment continues to slowly come in.

- Monthly continuing education program through our Medical Director is underway.
- Staff are testing AV products to simplify EMS training delivery.
- Multiple personnel are in varying stages of paramedic school.
- Staff are working with the Medical Director to develop our onboarding and field training processes for EMS personnel.

### XIII. EXECUTIVE SESSION

The TCESD1 Board reserves the right to convene into Executive Session at any time during the meeting in accordance with Chapter 551 of the Texas Government Code, including, but not limited to, Sections 551.071 (Consultation with Attorney), 551.072 (Real Property), 551.074 (Personnel Matters), or any other provision under the Texas Open Meetings Act, for any item posted on this agenda.

President Davis convened the Board into Executive Session at 6:43 pm.

- a. Discussion of pending litigation: Rendon Volunteer Fire Department, Inc. ET AL vs. Tarrant County Emergency Services District No. 1.
- b. Discussion on the Rendon Volunteer Fire Department transition settlement.
- c. Discussion on the Eagle Mountain Volunteer Fire Department transition settlement.

President Davis reconvened into open session at 7:24 p.m.

**MOTION:** *Commissioner Heiskell made a motion to proceed as discussed in Executive Session. Commissioner Casarez seconded the motion.*

*The motion passed unanimously.*

### XIV. ADJOURNMENT

**MOTION:** *Commissioner Moore made a motion to adjourn the meeting at 7:35pm. Commissioner Heiskell seconded the motion.*

*The motion passed unanimously.*