



**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
- Fate Jones, Commissioner

Board Members Absent:

- Anita Heiskell
Absent with notice.

Staff Present:

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

I. CALL TO ORDER

The February 10, 2026, Regular Tarrant County Emergency Services District No. 1 Board Meeting was called to order by President Davis at 06:00 pm.

II. INVOCATION

Executive Director/Fire Chief, Russell Shelley, 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 the January 2025 Financial Report.

January 2026 Expenses: \$ 2,534,414.89

TexPool Fund Balance: \$ 19,598,614.36

ARPA reimbursement from Tarrant County to TCESD1 is pending presentation and approval at the Commissioner's Court.

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 Casarez made a motion to approve the Consent Agenda as presented..*

The motion passed unanimously.

IX. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

None.

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

None

XI. ACTION ITEMS

- a. Discussion and/or action on the designation of Human Resources and Administrative Services Manager as the Officer of Public Information for the District.

MOTION: *Commissioner Moore made a motion to approve the designation of Human Resources and Administrative Services Manager as the Officer of Public Information for the District.*

The motion passed unanimously.

- b. Discussion and/or action on the designation of Human Resources and Administrative Services Manager as the Records Management Officer.

MOTION: *Commissioner Jones made a motion to approve the designation of Human Resources and Administrative Services Manager as the Records Management Officer.*

The motion passed unanimously.

- c. Discussion and/or action on a request to purchase protective clothing ensembles for all remaining new employees in an amount not to exceed \$450,000 using cooperative purchasing and authorizing the Executive Director to move forward with the purchase.

Commissioner Casarez asked that on large purchases such as this, that an Impact to the budget be added to the Agenda Briefing.

MOTION: *Commissioner Casarez made a motion to approve the purchase of protective clothing ensembles for all remaining new employees in an amount not to exceed \$450,000 using cooperative purchasing and authorizing the Executive Director to move forward with the purchase.*

The motion passed unanimously.

- d. Discussion and/or action on a request to purchase firefighting equipment and supplies for the Rendon and Eagle Mountain stations in an amount not to exceed \$1,600,000 and authorize the Executive Director to move forward with the purchase.

Chief Mays reported that Staff would likely spend closer to \$1,000,000 due to a tentative agreement the ESD has with Eagle Mountain.

MOTION: *Commissioner Moore made a motion to approve the purchase of firefighting equipment and supplies for the Rendon and Eagle Mountain stations in an amount not to exceed \$1,000,000 and authorize the Executive Director to move forward with the purchase.*

The motion passed unanimously.

- e. Discussion and/or action on a request to purchase EMS equipment and supplies for the Rendon and Eagle Mountain fire stations in an amount not to exceed \$320,000 and authorize the Executive Director to move forward with the purchase.

Chief Brown reported that Staff would likely spend closer to \$180,000 due to the tentative agreement the ESD has with Eagle Mountain.

MOTION: *Commissioner Moore made a motion to approve the purchase of EMS equipment and supplies for the Rendon and Eagle Mountain fire stations in an amount not to exceed \$180,000 and authorize the Executive Director to move forward with the purchase.*

The motion passed unanimously.

- f. Discussion and/or action on scheduling a Special Board Meeting to discuss and review the TCESD1 5-Year Strategic Plan and Financial Forecast to be presented by Executive Director/Fire Chief Shelley.

MOTION: *Commissioner Moore made a motion to approve the scheduling of a Special Board Meeting on March 31, 2026 at 6:00pm to discuss and review the TCESD1 5-Year Strategic Plan and Financial Forecast to be presented by Executive Director/Fire Chief Shelley.*

The motion passed unanimously.

- g. Discussion and/or action on scheduling FY 2027 Budget Workshop(s).

MOTION: *Commissioner Moore made a motion to approve scheduling FY 2027 Budget Workshop(s) on April 28, 2026, at 6:00pm and May 19, 2026 at 6:00pm.*

The motion passed unanimously.

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. Safe-D Conference

- Attended by five members of Fire Administration and three Board members
- Great information, some of which we have acted on this evening
- Next year's conference will be in Round Rock

- c. Website Update

Alicia has begun gathering information to make updates and improvements to the TCESD1 website as time allows. This is quite the undertaking and will take several weeks to complete.

- d. Fire Operations Update

Updates on the following were provided:

- Working to refine equipment needs list
- Met with ISO for initial evaluation meeting
- Briar and Whiskey Flats renovations are ongoing
- Multiple interviews and job offers since last month

e. EMS Operations Update

Updates on the following were presented:

- Submitted rebuttal items to Texas Department of State Health Services for EMS Provider license
- Continuing to work with our Medical Director on credentialing of personnel and continuing education
- Working on contingency plans for EMS transport post April 4, 2026
- Assisted with all interviews and job offers over the last month

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 6:58 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 7:52 p.m.

MOTION: Commissioner Moore made a motion to proceed as discussed in Executive Session.

The motion passed unanimously.

XIV. ADJOURNMENT

The meeting was adjourned at 7:53pm.