

MINUTES OF MEETING
BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

October 19, 2023

THE STATE OF TEXAS

COUNTY OF BOSQUE

The Board of Commissioners of Bosque County Emergency Services District No.1 ("District") met in regular session, open to the public, on Thursday, October 19, 2023, at 3:00 p.m. in the District's Office, 305 East Morgan, Meridian, Texas, pursuant to notice duly given in accordance with law. A copy of the Certificate Posting of the Notice is attached here as Exhibit "A".

The following Board Members were present, thus constituting a quorum:

Commissioner	Position	Attendance
Jack Cameron	President	Present
Sidney Carlisle	Vice President	Present
Donna Quarles	Secretary	Present
Jane Murphey	Treasurer	Present
Charlie Drexler	Asst. Secretary/Treasurer	Absent

Also present at the meeting were:

Kelli Carlton – The Carlton Law Firm, P.L.L.C. (via telephone)
Cody Degges – North Bosque EMS
Linda Thiele – North Bosque EMS
Craig Howard – Bosque Valley FRO

Item 1 – Call meeting to order. President Cameron convened the meeting at 3:00 p.m. and took agenda items in the order described below.

Item 2 – Public Comment: In accordance with the Texas Open Meetings Act, any response to a public comment that is made on an item that is not on the published final agenda will be limited to a statement of factual information or a statement of existing policy given in response to the public comment. Any deliberation or decision by the Board must be limited to a proposal to place the subject on a future agenda. No public comments.

Item 3 – Public Comment on Agenda Items: Members of the public may comment on any agenda item listed below. Members of the public may speak for up to two minutes per agenda item on which they comment. No public comments.

Item 4- Discuss and consider minutes of the September 14, 2023 regular meeting minutes. Commissioner Murphey moved to approve the September 14, 2023, regular meeting minutes as presented. Commissioner Carlisle seconded the motion, and the motion passed 4-0.

Item 5 – Discuss and consider Treasurer’s report and the payment of rent, invoices, advertising expenses, and reimbursements owed to Commissioners for out-of-pocket expenses. Commissioner Murphey discussed the Treasurer’s report presented in the agenda packet. Commissioner Murphey said the rent and insurance for the new Clifton station was paid. Commissioner Cameron said the Clifton station insurance payment covers one year and by paying for the whole year, the District saved about \$1,000 in finance charges on the insurance policy. The amount listed in the Treasurer’s report includes the insurance and new rent amount on the new Clifton station. Commissioner Carlisle moved to approve the Treasurer’s report and pay the bills and invoices as presented. Commissioner Quarles seconded the motion, and the motion passed 4-0.

Item 6 - Discuss and consider FY24 budget amendments, if any. Commissioner Murphey said no budget amendments are needed.

Item 7 - Discuss and consider any revenue transfers among District accounts. Commissioner Murphey requested a transfer of \$100,000 from the TexPool account to the District’s operating account to pay invoices. Commissioner Quarles moved to approve the transfer as requested. Commissioner Carlisle seconded the motion, and the motion passed 4-0.

Item 8 – Review and approve quarterly investment report for 3rd quarter. Commissioner Carlisle moved to approve the 3rd quarter investment report as presented. Commissioner Quarles seconded the motion, and the motion passed 4-0.

Item 9 - Receive monthly report from North Bosque EMS regarding emergency operations, response times, call volume, training, management activities, personnel and membership and take any related action. Cody Degges discussed the report as provided in the packet. NBEMS has officially moved into the new Clifton station. Mr. Degges said the punch list items were addressed by the landlord and NBEMS staff likes the new station. Mr. Degges mentioned the parking lot may become an issue because it is a caliche driveway and not concrete. Mr. Degges also mentioned NBEMS is still having staffing issues, but EMS staffing is a nationwide issue and not just a local issue. Mr. Degges told the Board that NBEMS has been in the new station about two weeks and in the new office about a month. Mr. Degges also told the Board that NBEMS is completely out of the old Clifton station, and NBEMS communicated with Chris Sproles (the landlord) on the move out. Ms. Carlton said she would send a letter to Chris Sproles that NBEMS had moved out of the building. Commissioner Murphey moved to approve the report as presented. Commissioner Quarles seconded the motion, and the motion passed 4-0.

Item 10 - Receive monthly report from Bosque Valley First Responders Organization regarding emergency operations, response times, call volume, training, management activities, personnel and membership and take any related action. Craig Howard discussed the report and FRO responses provided. Mr. Howard said September was a slower month overall and one responder was out due to a broken leg. Mr. Howard also said there are six people in EMS school

right now. Commissioner Carlisle moved to approve the report as presented. Commissioner Quarles seconded the motion, and the motion passed 4-0.

Item 11 - Receive status report from Commissioners on District-related work since the previous month's meeting. Commissioner Cameron made a presentation to the local Rotary group on the new station and the purpose of the ESD. Commissioner Cameron said a county commissioner told him that a member of the public had been highly complimentary on the care he had received from NBEMS. No action was taken.

Item 12 - Receive General Counsel report, including, but not limited to, tax matters, pending contract issues, open records requests, and other legal issues, if any, and take action as needed. Ms. Carlton participated as noted. No additional report.

Item 13 – Discuss and consider stations, including renovations to existing stations and the new Clifton station. Discussions noted above. The Board also discussed parking at the new station. No action was taken.

Item 14– Discuss and consider engagement of an auditor to perform FY23 audit. Commissioner Murphey said she has not yet received an engagement letter from the auditor.

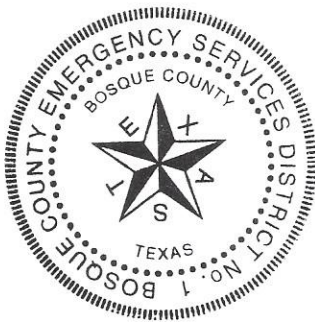
Item 15 – Discuss and consider required training hours for Commissioners. The Board discussed the required hours with Ms. Carlton. No action was taken.


Item 16 – Consider attendance at Texas State Association of Fire and Emergency Services District (SAFE-D) Annual Conference in February 2024. The Board discussed SAFE-D attendance with Ms. Carlton. No action was taken.

Item 17 – Discuss time, place, date, and agenda items for next meeting. The next regular meeting will be November 16, 2023, at 3 p.m. at the District office.

There being no further business, Commissioner Carlisle moved to adjourn, and Commissioner Murphey seconded. The motion passed 4-0. The meeting adjourned at 3:25 p.m.

SEAL




Donna Quarles, Secretary
November 16, 2023
