

**MINUTES OF MEETING**  
**BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1**  
**November 16, 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, November 16, 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	Absent
Jane Murphey	Treasurer	Present
Charlie Drexler	Asst. Secretary/Treasurer	Present

Also present at the meeting were:

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 October 19, 2023 regular meeting minutes.** Commissioner Carlisle moved to approve the October 19, 2023, regular meeting minutes as presented. Commissioner Drexler 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 Carlisle moved to approve the Treasurer’s report and pay the bills and invoices as presented. Commissioner Drexler 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 Carlisle requested a transfer of \$100,000 from the TexPool account to the District’s operating account to pay invoices. Commissioner Carlisle moved to approve the transfer as requested. Commissioner Murphey seconded the motion, and the motion passed 4-0.

**Item 8 - 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. Commissioner Carlisle moved to approve the report as presented. Commissioner Murphey seconded the motion, and the motion passed 4-0.

**Item 9 - 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. Commissioner Carlisle moved to approve the report as presented. Commissioner Murphey seconded the motion, and the motion passed 4-0.

**Item 10 - Receive presentation from the Bosque Valley First Responders Organization on budget and funding issues and take any related action.** The Board discussed the need for insurance for vehicles. The Board tabled the item for next month to receive input from general counsel. No action was taken.

**Item 11 - Receive status report from Commissioners on District-related work since the previous month’s meeting.** The matter was not addressed.

**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.** The matter was not addressed.

**Item 13 – Discuss and consider stations, including renovations to existing stations and the new Clifton station.** The matter was not addressed.

**Item 14– Discuss and consider engagement of an auditor to perform FY23 audit.** The Board discussed the engagement letter. Commissioner Carlisle moved to approve and sign the engagement letter. Commissioner Drexler seconded the motion, the motion passed 4-0.

**Item 15 – Discuss and consider Commissioners’ terms of office expiring at year end.** The Board noted Commissioner Carlisle’s and Commissioner Cameron’s terms will expire at the end of the year. The Board tabled the item. No action was taken.

**Item 16 – Discuss time, place, date, and agenda items for next meeting.** The next regular meeting will be December 21, 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



A handwritten signature in cursive script, appearing to read "Donna Quarles", written over a horizontal line.

Donna Quarles, Secretary  
December 21, 2023