

MINUTES OF MEETING

BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

December 21, 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, December 21, 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	Present

Also present at the meeting were:

Craig Howard – Bosque Valley FRO
Jennifer Schein – The Carlton Law Firm PLLC

Item 1 – Call meeting to order. President Cameron convened the meeting at 3:02 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 approval of the November 16, 2023 regular meeting minutes. Commissioner Carlisle moved to approve the November 16, 2023, regular meeting minutes as presented. Commissioner Quarles seconded the motion, and the motion passed 5-0.

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 Quarles seconded the motion, and the motion passed 5-0.

Item 6 - Discuss and consider FY24 budget amendments, if any. No action taken.

Item 7 - Discuss and consider any revenue transfers among District accounts. No action taken.

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 was not present to discuss the report provided in the packet. Commissioner Carlisle moved to approve the report in the meeting packet. Commissioner Quarles seconded the motion, and the motion passed 5-0.

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. Mr. Howard said there are up to 5 EMS volunteers, with another possible EMS volunteer testing in January. Commissioner Carlisle moved to approve the report as presented. Commissioner Murphey seconded the motion, and the motion passed 5-0.

Item 10 - Receive presentation from the Bosque Valley First Responders Organization on budget and funding issues and take any related action. No presentation. No action was taken.

Item 11 - Receive status report from Commissioners on District-related work since the previous month's meeting. Commissioner Murphey discussed an issue with the auditor and the term of the Clifton lease agreement. Commissioner Quarles confirmed that the District's website has been paid for through the next year.

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. Schein discussed the public information request received and the memo regarding the expiration of Leases and Service Provider Agreements.

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 vehicle acquisition and insurance for Bosque Valley First Responders. Craig Howard informed the Board that Bosque County has a vehicle, and the County will do the repairs if NBEMS pays for the parts. Commissioner Cameron mentioned the Board needs more information about the costs. No action.

Item 15 – Discuss and consider action regarding a response vehicle for the North Bosque EMS Director. This item was not addressed.

Item 16 – Discuss and consider submitting required annual report to the Division of Emergency Management. Ms. Schein confirmed that the report was submitted by her office. No action.

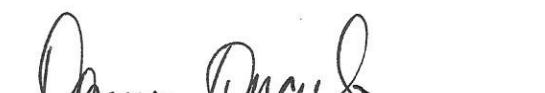
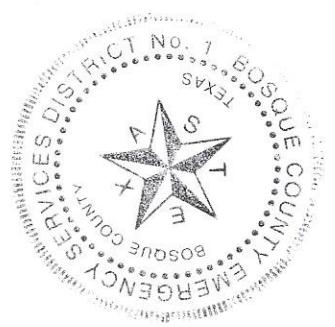
Item 17 – Discuss and consider service provider contract renewals and take action as needed. There was no discussion regarding service provider contract renewals. No action.

Item 18 – Discuss and consider Commissioners’ terms of office expiring at year end. Ms. Schein stated that the Commissioner terms expiring at the end of the year include Commissioners Cameron, Carlisle, and Murphey. Commissioner Cameron confirmed that all Commissioners were aware.

Item 19 – Discuss time, place, date, and agenda items for next meeting. The next regular meeting will be January 18, 2024, at 3 p.m. at the District office.

There being no further business, Commissioner Carlisle moved to adjourn, and Commissioner Quarles seconded. The motion passed 5-0. The meeting adjourned at 3:19 p.m.

SEAL



Donna Quarles, Secretary

January 18, 2024