

MINUTES OF MEETING
BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

January 18, 2024

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, January 18, 2024, 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:

Craig Howard – Bosque Valley FRO
Cody Degges – North Bosque EMS
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- Approve and accept statements and oaths of office for appointed/reappointed commissioners. The Board discussed and accepted the signed statement and oaths of office for Commissioners Cameron and Carlisle.

Item 5 – Action regarding election of officers for board. Commissioner Carlisle moved to have all Commissioners stay in their current officer positions. Commissioner Quarles seconded the motion, and the motion passed 4-0.

Item 6 - Discuss and consider minutes of the December 21, 2023 regular meeting minutes. Commissioner Murphey moved to approve the December 21, 2023, regular meeting minutes as presented. Commissioner Carlisle seconded the motion, and the motion passed 4-0.

Item 7 – 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 told the Board that she received another bill from the auditor that was not in the agenda packet. Commissioner Carlisle moved to approve the Treasurer’s report and pay the bills and invoices as presented, including the recently received auditor invoice. Commissioner Quarles seconded the motion, and the motion passed 4-0.

Item 8 - Discuss and consider FY24 budget amendments, if any. No action taken.

Item 9 - Discuss and consider any revenue transfers among District accounts. No action taken.

Item 10 - 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 presented the report. Commissioner Carlisle moved to approve the report as presented. Commissioner Quarles seconded the motion, and the motion passed 4-0.

Item 11 - 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 Quarles moved to approve the report as presented. Commissioner Murphey seconded the motion, and the motion passed 4-0.

Item 12 - Receive presentation from the Bosque Valley First Responders Organization on budget and funding issues and take any related action. The Board discussed budget and funding matters briefly with Mr. Howard. No action was taken.

Item 13 - Receive status report from Commissioners on District-related work since the previous month’s meeting. The matter was not addressed.

Item 14 - 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 that information requested by the auditor may be subject to the attorney client privilege and that certain redactions may be made to legal invoices before providing to the auditor.

Item 15 – Discuss and consider North Bosque EMS operational and/or personnel issues. Mr. Degges told the Board there is currently a shortage of personnel. Mr. Degges requested a \$56,000 budget increase to allow for a \$1 raise for EMTs, increasing pay from \$12 per hour to \$13 per hour, and an increase of \$2 per hour for paramedics, to increase pay from \$17 per hour to \$19 per hour. Commissioner Carlisle moved to approve \$7,500 per month in additional payment to NBEMS totaling an additional \$60,000 for the rest of the fiscal year. Commissioner Quarles seconded the motion, and the motion passed 4-0. Mr. Degges told the Board that one individual did not finish his training.

Item 16 – Discuss and consider vehicle for service provider use. Craig Howard said Bosque County will sell the District a surplus county vehicle. Commissioner Cameron stated that the District could then transfer title to the BVFRO and discussed insurance coverage for the vehicle.

Item 17 – Discuss and consider stations, including renovations to existing stations and the new Clifton station. Mr. Degges told the Board there are still parking lot issues because of the dirt lot at the station and there is no place to wash the truck.

Item 18 – Update resolutions regarding Disbursement and Signature Authorization. Ms. Schein informed the Board that the resolution adopted in 2023 was sufficient. No action.

Item 19 – Review training requirements and compliance status for each commissioner. The Board discussed the required training hours and the SAFE-D conference.

Item 20 – Review and approve quarterly investment report for 4th quarter of previous year. Commissioner Quarles moved to approve the 4th quarter investment report as presented. Commissioner Carlisle seconded the motion, and the motion passed 4-0.

Item 21 Acknowledge publication of District’s annual notice of address of administrative office location. Ms. Schein told the Board that the notice has been published.

Item 22 – Discuss time, place, date, and agenda items for next meeting. The next regular meeting will be February 15, 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 4-0. The meeting adjourned at 3:30 p.m.

SEAL



Donna Quarles, Secretary
February 15, 2024