

MINUTES OF MEETING  
BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

April 18, 2024

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, April 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	Present

Also present at the meeting were:

Cody Degges – North Bosque EMS  
Craig Howard – Bosque Valley FRO  
Emily Dietz – Bosque Valley FRO  
Kelli Carlton – The Carlton Law Firm PLLC

**Item 1 – Call meeting to order.** Commissioner 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 March 21, 2024 regular meeting minutes.** Commissioner Carlisle moved to approve the March 21, 2024, 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 except the domain listing invoice for \$288. 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 transfers needed this month. 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 presented the report. Commissioner Carlisle moved to approve the report as presented. 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 presented the February and March reports to the Board. Commissioner Quarles moved to approve the February report as submitted. Commissioner Drexler seconded the motion, and the motion passed 5-0. Mr. Howard said there are two new FRO members to help increase response rates and decrease the response times. Commissioner Murphey moved to approve the March report as submitted. Commissioner Drexler 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 action taken.

**Item 11 - Receive status report from Commissioners on District-related work since the previous month’s meeting.** Commissioner Carlisle said the former county vehicle is completely titled and insured. Commissioner Carlisle also said the vehicle is in service with the FRO and the FRO members like it per Mr. Howard. No action 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 explained the most recent Open Records request that was received and discussed with the Board. No action was taken.

**Item 13 – Discuss and consider stations, including renovations to existing stations and the new Clifton station.** Mr. Degges said the NBEMS Board is looking at options to add concrete at the new station. Mr. Degges also said the Laguna Park station will need an enclosure for an

ambulance and Mr. Degges will discuss the enclosure with the Laguna Park landlord. No action taken.

**Item 14 – Discuss and consider approval of the Public Information Request form for the District.**

The Board discussed the resolution and forms with Ms. Carlton. Commissioner Quarles made a motion to approve the Resolution Adopting Public Information Request Form. Commissioner Drexler seconded the motion, and the motion passed 5-0.

**Item 15 – Conduct annual review of investment policy and investment strategies and adopt resolution.**

The Board discussed the Resolution Confirming Annual Review of Investment Policy with Ms. Carlton. Commissioner Murphey moved to approve the Resolution Confirming Annual Review of Investment Policy. Commissioner Carlisle seconded the motion, and the motion passed 5-0.

**Item 16 – Review and approve quarterly investment report for 1<sup>st</sup> quarter.**

The Board discussed the quarterly investment report. Commissioner Carlisle moved to approve the quarterly investment report as presented. Commissioner Quarles seconded the motion, and the motion passed 5-0.

**Item 17 – Discuss time, place, date, and agenda items for next meeting.**

The next regular meeting will be May 16, 2024, at 3 p.m. at the District office.

There being no further business, Commissioner Quarles moved to adjourn, and Commissioner Murphey seconded. The motion passed 5-0. The meeting adjourned at 3:32 p.m.

SEAL



Donna Quarles, Secretary

May 16, 2024

*Charles Drexler*  
Asst. Sec/Treasurer