

MINUTES OF MEETING  
BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

May 15, 2025

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, May 15, 2025, at 3:00 p.m. in the District's Office, 305 East Morgan, Meridian, Texas, pursuant to notice duly given in accordance with law.

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
Max Smith	Asst. Secretary/Treasurer	Absent

Also present at the meeting were:

Cody Degges – North Bosque EMS

Kelli Carlton – The Carlton Law Firm PLLC (via telephone)

**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.

***\*Commissioner Carlisle stepped out of the meeting\****

**Item 4 - Discuss and consider approval of the April 24, 2025, regular meeting minutes.** Commissioner Quarles moved to approve the April 24, 2025, minutes as presented. Commissioner Murphey seconded the motion, and the motion passed 3-0-1 with Commissioner Carlisle abstaining.

**Item 5 – Discuss and consider approval of the Treasurer’s report and the payment of rent, invoices, advertising expenses, and reimbursements owed to Commissioners for out-of-pocket expenses.** Commissioner Murphey presented the Treasurer’s report. Commissioner Quarles moved to approve the Treasurer’s report and pay the bills and invoices as presented. Commissioner Cameron seconded the motion, and the motion passed 3-0-1 with Commissioner Carlisle abstaining.

**Item 6 - Discuss and consider approval of FY25 budget amendments, if any.** Commissioner Murphey noted there are no amendments this month.

**Item 7 - Discuss and consider approval of any revenue transfers among District accounts.** Commissioner Murphey noted there are no transfers needed this month.

**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 with the run times listed as provided in the agenda packet. Mr. Degges noted NBEMS has a part-time paramedic that may switch to full-time employment, and NBEMS is about half a paramedic down in staffing right now. Commissioner Quarles moved to approve the report as presented. Commissioner Cameron seconded the motion, and the motion passed 3-0-1 with Commissioner Carlisle abstaining.

**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 was not present; no monthly report was provided in the agenda packet. The Board will address the April and May reports along with the June report at the June board meeting. No action was taken.

**Item 10 - Receive status report from Commissioners on District-related work since the previous month’s meeting.** Commissioner Murphey noted she is working with the auditors, but the audit is not ready yet.

***\*Commissioner Carlisle returned to the meeting at 3:06 p.m.\****

**Item 11 - 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 noted the 2025 tax planning calendars will be in the June packets and discussed the budget with the Board. No action was taken.

**Item 12 - Discuss and consider stations, including renovations to existing stations and the new Clifton station, and issues related to the operation or maintenance of the stations.** Mr. Degges noted the roof leak was fixed, the air conditioning is working, and the concrete work will possibly begin next week. No action taken.

**Item 13 – Approval of District’s financial audit and filing audit with county (or request 30-day extension if needed).** Ms. Carlton explained that because the audit is not yet complete, an extension should be requested. Ms. Carlton will coordinate, via email, Commissioner Cameron to provide him with the Health and Safety Code information to use when requesting the extension.

**Item 14 - Discuss time, place, date, and agenda items for next meeting.** The next regular meeting will be June 19, 2025, 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 3:10 p.m.

SEAL



  
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Donna Quarles, Secretary  
June 19, 2025