

MINUTES OF MEETING OF BOARD OF COMMISSIONERS OF  
BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

May 21, 2020

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 May 21, 2020, at 3 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
Shawn Stauffer	Vice President	Absent
Anita Diebenow	Secretary	Present
Jane Murphey	Treasurer	Present
Sidney Carlisle	Asst. Secretary/Treasurer	Present

Also present at the meeting were:

Kelli Carlton of the Carlton Law Firm, P.L.L.C. (via telephone)  
Absent: Linda Thiele, NBEMS Administrator; Jeff White, NBVEMS

**Item 1 – Call meeting to order.** President Cameron convened the meeting at 3 p.m. and took agenda items in the order described below.

**Item 2 – Pledge of Allegiance.** The Pledge of Allegiance to the United States of America and the Pledge of Allegiance to the State of Texas were skipped this month for lack of flags.

**Item 3 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 were offered.

**Item 4 – Public Comment on Agenda Items:** In accordance with the Bosque County EMS #1, Commissioners' Meetings decision based on the Texas Open Meetings Act, 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 on agenda items were offered.

**Item 5 – Discuss and consider minutes of the April 16, 2020, regular meeting.** Commissioner Carlisle made the motion to accept the April 16, 2020 minutes as written. Commissioner Murphey seconded. The motion passed unanimously.

**Item 6 – Discuss and consider Treasurer's report and the payment of rent, invoices, advertising expenses, and reimbursements owed to Commissioners for out-of-pocket expenses.** The Board

reviewed the Treasurer's report. Commissioner Carlisle moved to pay the bills as presented and accept the Treasurer's report. Commissioner Diebenow seconded. The motion passed unanimously.

**Item 7 – Discuss and consider any revenue transfers among District accounts.** Treasurer Murphey reported that no transfer of funds between accounts occurred in May.

**Item 8 – Discuss and consider amendments to FY 20 budget, if needed.** Treasurer Murphey reported that no amendments were requested or made.

**Item 9 – 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.** The Board reviewed the submitted report from Linda Thiele. Commissioner Carlisle moved to accept the report and Commissioner Murphey seconded. The motion passed unanimously.

**Item 10 – 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.** The Board reviewed the submitted report from Jeff White. Commissioner Carlisle moved to accept the report and Commissioner Diebenow seconded. The motion passed unanimously.

**Item 11 – Receive status report from Commissioners on District-related work since the previous month's meeting.** Commissioner Carlisle reported that she attended an online SAFE-D course, but had difficulty obtaining verification of her attendance. She will continue to pursue the confirmation.

**Item 12 – Discuss and consider action regarding District website and required posing of budget and tax planning information.** Commissioners Cameron and Diebenow reported that Cindy Vanlandingham, the Bosque County webmaster, will be working on the District's website tab to be located on the Bosque County website. Completion of this project has been hampered by COVID-19 limitations. A draft of website content will be available for the attorneys to review before the next meeting in June. The tax planning calendar for June to July 25 was reviewed, with Ms. Carlton noting that some tax information will have to be added to the website.

**Item 13 – Discuss time, place, date and agenda items for next meeting.** The next meeting is to be held Thursday, June 18, 2020 at 3 p.m. at the Bosque County ESD#1 District Office in Meridian, Texas. President Cameron is to speak with Mrs. Thiele regarding NBEMS' anticipated expenses for next fiscal year before the next meeting.

There being no further business, the meeting adjourned at 3:11 p.m.

SEAL



*Anita Diebenow*  
Anita Diebenow, Secretary  
June 18, 2020