

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

June 18, 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 June 18, 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	Absent
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)

Jeff White, Administrator, Bosque Valley First Responders Organization

Absent: Linda Thiele, NBEMS Administrator

**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 May 21, 2020 meeting.** Commissioner Carlisle made the motion to accept the May 21, 2020 minutes. Commissioner Cameron 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 Diebenow submitted a receipt for \$35.00 reimbursement that she paid for the SAFE-D webinar on June 15 titled: 2020 Tax Calendar. Commissioner Carlisle moved to pay the bills as presented and accept the Treasurer’s report as written. Commissioner Cameron seconded. The motion passed unanimously.

**Item 7 – Discuss and consider any revenue transfers among District accounts.** Treasurer Murphey’s written report showed that no funds were transferred between accounts in June. No action.

**Item 8 – Discuss and consider amendments to FY 20 budget, if needed.** No action.

**Item 9 – Discuss and consider budget planning for FY 21, including scheduling budget meetings with service providers for budget input.** President Cameron reported that he spoke with Linda Thiele about NBEMS’ budget questions, needs and requests for FY 21. He reported that NBEMS’ budget request would be the same as FY 20. Ms. Thiele provided a preliminary budget for the commissioners in the meeting packet. The commissioners then spoke with Jeff White and he reported that several parts and batteries need to be replaced on the refurbished AEDs that were purchased for the First Responders. Mr. White anticipated a small budget request to cover those items. The Board took no action and did not schedule any additional budget meetings.

**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.** The Board reviewed the NBEMS report submitted by Ms. Thiele. Commissioner Carlisle moved to accept the NBEMS report and Commissioner Diebenow seconded. The motion passed unanimously.

**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.** Jeff White, BVFRO Administrator, presented the report. One volunteer has been added to the organization, totaling 12. BVFRO is not responding to calls with COVID-19-related symptoms; NBEMS is handling those calls. A change was made in criteria for “shortness of breath” calls. The criteria now indicate that this symptom is either “related to” or “not related to” COVID-19. Commissioner Carlisle moved to accept the report and Commissioner Cameron seconded. The motion passed unanimously.

**Item 12 – Receive status report from Commissioners on District-related work since the previous month’s meeting.** Commissioner Diebenow reported that she is working with Cindy

Vanlandingham from the office of the Bosque County Judge on the data required to be available to the public as stated in HB 305 and SB 2. It is anticipated that this will be ready for discussion and consideration at the July 16 meeting. Commissioner Diebenow noted that the next SAFE-D conference will be in Fort Worth, February 18-20, 2021.

**Item 13 - Discuss and consider adoption of the tax and budget planning calendar for FY2020 and take any related action.** The Tax and Budget Planning Calendar for FY 2020 was presented by Kelli Carlton. President Cameron made the motion to accept the calendar; Commissioner Carlisle made the second. The motion passed unanimously.

**Item 14 - Discuss time, place, date and agenda items for next meeting.** The next meeting is Thursday, July 16, 2020 at 3 p.m. at the Bosque County ESD #1 District Office in Meridian, Texas.

There being no further business, the meeting adjourned at 3:35 p.m.

SEAL



Anita Diebenow

Anita Diebenow, Secretary

July 16, 2020