

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

August 20, 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 August 20, 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)

Linda Thiele, NBEMS Administrator

Jeff White, Bosque Valley FRO

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 of 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 July 16, 2020, regular meeting and July 29, 2020, special meeting. Commissioner Carlisle made the motion to accept the July 16, 2020 minutes and the July 29, 2020, special meeting. Commissioner Murphey seconded. The motion passed 4-0.

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. Commissioner Carlisle made the motion to accept the Treasurer’s report and authorization of payment of the \$57,100.83 in invoices as noted in the report. Commissioner Diebenow seconded. The motion passed 4-0. After discussion on Item 11, Commissioner Cameron moved to reimburse Commissioner Diebenow for her out-of-pocket expenses for the District website and for SAFE-D training, totaling \$3035.00. Commissioner Carlisle seconded and the motion passed 4-0.

Item 7 – Discuss and consider any revenue transfers among District accounts. Commissioner Murphey stated that no revenue transfers are needed at this time. No action.

Item 8 – Discuss and consider amendments to the FY 20 budget, if needed. Commissioner Murphey stated that no amendments are needed at this time. No action.

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. Linda Thiele, NBEMS Administrator, reported that there were 179 calls answered in July compared with 183 in June. This is an increase over last year due to COVID 19. There have been 40 calls involving CPR and defibrillation so far this year that were physically tiring for NBEMS staff. The Emergency Management staff has assisted as well as the volunteers with Bosque Valley First Responders Organization. Ms. Thiele described the “Lucas Device” that would reduce the physical effort of her staff in administering CPR; however, the cost of \$50,000 is prohibitive at this time. She also said that staffing is good right now, but if staff quarantine is required in the future, covering shifts would be extremely difficult. The staff have full PPE and wear the protective suit and shield when caring for a patient. Staff assumes all patients are COVID-positive as a safety precaution. Additionally, ambulance cabs have been sealed off with plastic to help protect staff in the trucks. She added that all local hospitals have treated COVID-positive patients.

Item 10 – Receive monthly report from Bosque Valley First Responders Organization regarding emergency operations, response times, call volume, training, management activities, personal and membership and take any related action. Jeff White reported that there were 17 calls in this reporting period. Thirteen calls were answered by Bosque Valley First Responders before the BCEMS arrived. Five of the calls were from Iredell, 1 from Steele Creek, 1 from Meridian, 2 from Morgan, 4 from Lakeside, 2 from Kopperl, 1 from Mesa Grande, and 1 from past Kimball Bend Bridge. Due to the coronavirus, the FRO is now conducting a “doorway screening” before entering the location of the call. There is enough PPE for the volunteers. The two-year-old AEDs have been replaced since new equipment was received. The pads on AEDs expire, thus necessitating replacement. The Board expressed gratitude for the addition of this group of volunteers who have assisted NBEMS in caring for citizens in need.

Item 11 – Receive status report from Commissioners on District-related work since the previous month’s meeting. Commissioner Diebenow is still in contact with DesignVocals getting the final items corrected on the District’s website. She is also evaluating options and will get more detail on the monthly costs for webmaster services to present at the September meeting.

Item 12 – Receive General Counsel report, including, but not limited to, tax matters, pending contract issues, if any, and take action as needed. Kelli Carlton reported that the Bosque County ESD #1 tax rate calculation to 4 decimal places should not be rounded up to 0.0413 from 0.041296 as originally discussed by the Board. The rate will be 0.0412 to stay under the voter approval rate, as the Board intended. The important actions for September are: posting the notice of the rate, posting the public hearing and adopting the tax rate. Commissioner Carlisle will contact The Meridian/Clifton newspapers’ office to add that notice asap. Commissioner Diebenow will contact DesignVocals to post the notice of public hearing on <https://www.bosquecountyems.com> no later than 7 days before the next Commissioners’ meeting on September 17.

Item 13 – Discuss and consider renewal of agreement with North Bosque EMS. Ms. Carlton discussed the Third Amended Agreement for Emergency Medical Services between Bosque County Emergency Services District No. 1 and North Bosque EMS with the Board. Updates include: change in **Article VII. Consideration for Services** the amount of \$587,000.00 for FY2021 (p.11of16); and change in **Article IX. Additional Contracts, Term, Termination, Hold Harmless** the start date of the automatic one-year renewal term, October 1, 2021 and end date, September 30, 2022 (p.12of 16). Commissioner Carlisle moved to accept the agreement with the above changes to the agreement. Commissioner Murphey seconded. The motion passed 4-0. President Cameron signed the agreement and Commissioner Carlisle will send the signed agreement to Linda Thiele, Administrator of NBEMS, for signature as well.

Item 14 – Consider taking action regarding the budget for Fiscal Year 2021 (October 1, 2020 - September 30, 2021), including adopting a resolution for same. Ms. Carlton discussed the budget resolution with the Board. Commissioner Carlisle moved to adopt the Fiscal Year 2021 Budget and budget resolution and President Cameron seconded. The motion passed 4-0. President Cameron signed the resolution and Secretary Diebenow will have her signature notarized.

Item 15 – Discuss and consider proposed tax rate. The tax rate for Fiscal Year 2021 was discussed. Commissioner Carlisle moved that the proposed rate be 0.0412/\$100. Commissioner Murphey seconded. Vote: Cameron – aye; Diebenow – aye; Murphey – aye; Carlisle - aye. The motion carried 4-0.

Item 16 – Authorize publication of public hearing notice in the Clifton Record and/or Meridian Tribune. Commissioner Carlisle moved to place a Notice of the Public Hearing on September 17 in both newspapers. Commissioner Murphey seconded. The motion passed 4-0.

Item 17 – Acknowledge and approve posting of tax rate notice and public hearing notice to the District's website. Commissioner Carlisle moved that the documents prepared by Attorney K. Carlton (Tax rate notice and Public Hearing notice) be approved and posted to the District's web site at least 7 days before the September 17, 2020, meeting. Commissioner Cameron seconded. The motion passed 4-0. Commissioner Diebenow will give information to DesignVocals to post on the District's website.

Item 18 – Discuss time, place, date and agenda items for next meeting. The next meeting and public hearing will be held on September 17, 2020, at the District Office, beginning at 3 PM.

The meeting adjourned at 3:45 p.m.

SEAL



Anita Diebenow

Anita Diebenow

Secretary

September 17, 2020