

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

January 16, 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 January 16, 2020, at 3 p.m. in the Bosque County Courthouse, 110 South Main, 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	Absent
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)

Item 1 – Call meeting to order. Due to President Cameron's absence, Commissioner Carlisle, Asst. Secretary/Treasurer, convened the meeting at 3:03 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 led by Commissioner Carlisle,

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 January 16, 2020 meeting. Commissioner Murphey made the motion to accept the January 2019 minutes as written. Commissioner Carlisle seconded. The motion passed unanimously. Commissioner Diebenow will sign the minutes at the end of the meeting.

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 asked that she be reimbursed \$65 for attending a SAFE-D training webinar. Commissioner Diebenow made the motion to accept the Treasurer's report and to add the requested reimbursement and Commissioner Carlisle provided the second. The motion passed unanimously.

Item 7 – Discuss and consider any revenue transfers among District accounts. Treasurer Murphey reported that \$75,000 needed to be transferred from the District banking account to the investment account at TexPool to ensure the District's bank account remains below the FDIC-insured level. Commissioner Carlisle made the motion to transfer as requested and Commissioner Diebenow made the second. The motion passed unanimously.

Item 8 – Discuss and consider amendments to FY19 budget or FY20 budget. Treasurer Murphey reported no amendments requested or made.

Item 9 – Review and approve quarterly investment report for 4th quarter of pervious year. The quarterly investment report was reviewed. Commissioner Carlisle moved to accept the report and Commissioner Diebenow made the second. The motion passed unanimously.

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. No report was submitted. Commissioner Carlisle will speak with Linda Thiele about submitting the January and February reports for the February meeting.

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 activities. Jeff White's written report was reviewed, noting 8 runs for Bosque Valley FRO for the month of December, which was a decline from recent months. Commissioner Carlisle moved to accept the report and Commissioner Murphey provided the second. The motion passed unanimously.

Item 12 – Receive status report from Commissioners on District-related work since the previous month's meeting. No report.

Item 13 – Discuss and consider action regarding election of officers for Board. Commissioner Carlisle reported that the Commissioners who are eligible for reappointment are: Sidney Carlisle, Jack Cameron and Shawn Stauffer. She moved to table the discussion on officers until the February meeting. Commissioner Diebenow seconded. Motion passed unanimously.

Item 14 – Discuss update on website or web presence for SB2 compliance. Commissioner Carlisle reported that Commissioner Cameron was working with the county on a web presence option for the District. Tabled until the February meeting.

Item 15 – Discuss and consider filing written report (i.e. audit) with County Commissioners Court. Tabled until the February meeting.

Item 16 – Discuss and consider publishing the address of administrative office location. Commissioner Carlisle will notify The Clifton Record and Meridian Tribune to publish this information in the next issue of the newspapers.

Item 17 – Discuss time, place, date and agenda items for next meeting. Thursday, February 20, 2020 at 3 p.m. at the Bosque County Courthouse in Meridian. Agenda items will include: Reappointment of officers and/or election of officers. Bosque County Judge will swear in commissioners before the next meeting on February 20, 2020.

There being no further business, the meeting adjourned at 3:12 p.m.

SEAL



Anita Diebenow

Anita Diebenow, Secretary
February 20, 2020