

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

December 17, 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 Thursday, December 17, 2020 at 3:00 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)

**Item 1 –Call meeting to order.** President Cameron Convened the meeting at 3:02 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 a 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 received.

**Item 4 – Public Comment on Agenda Items:** In accordance with the Bosque County EMS #1, Commissioner's Meetings decision based on the 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 November 19, 2020, regular meeting.** The Board discussed the minutes. Commissioner Carlisle moved to accept; Commissioner Diebenow seconded. The motion carried 3-0.

**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.** The Board discussed the Treasurer’s report. Commissioner Carlisle moved to accept the Treasurer’s report and authorize the payment of invoices listed in the report. Commissioner Diebenow seconded. The motion passed 3-0.

**Item 7 – Discuss and consider any revenue transfers among District accounts.** No transfers were needed this month. No action taken.

**Item 8 – Discuss and consider amendments to FY20 or FY21 budget, if needed.** No amendments to the FY20 or FY21 budgets requested. No action taken.

**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 submitted the NBEMS written report. The Board reviewed the report. Commissioner Carlisle moved to accept the report as written and Commissioner Cameron seconded. Motion carried 3-0.

**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.** Jeff White submitted written report for the Bosque Valley FRO. The Board reviewed the report. Commissioner Carlisle moved to accept the report as written and Commissioner Cameron seconded. Motion carried 3-0.

**Item 11 – Receive status report from Commissioners on District-related work since the previous month’s meeting.** Commissioner Diebenow reported that the new website for the District should be up and running before the end of December. Mr. Hill, from Gabbart Communications, will have an instructional session with Destiny Leon from the law office and Anita Diebenow on December 18.

**Item 12 – 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.** Kelli Carlton discussed commissioner reappointments. Commissioners Diebenow and Murphey need to be reappointed by the Commissioners Court and sworn in by a Notary of the state of Texas. Ms. Carlton will provide the language needed for the annual office location publication in the newspaper to Commissioner Carlisle.

**Item 13 – Discuss and consider submitting required annual report to the Division of Emergency Management.** Ms. Carlton discussed this requirement with the Board.

Commissioner Cameron moved for Ms. Carlton's office to complete and submit the report, and Commissioner Carlisle seconded. The motion passed 3-0.

**Item 14 – Discuss time, place, date and agenda items for the next meeting.** The next meeting will be held at 3 p.m. on Thursday, January 21, 2021 at the ESD #1 Office in Meridian.

December meeting adjourned at 3:30 pm.

SEAL



Anita Diebenow

Anita Diebenow, Secretary  
January 21, 2021