

MINUTES OF FEBRUARY 9, 2026 MEETING
ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 1
&
ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 2

A public meeting was duly called by the Board of Commissioners of **Ector County Emergency Services Districts No. 1 & No. 2** on **February 9, 2026**, which was held at the **Faith Community Baptist Church**, located at **9902 W University, Odessa, Texas 79764**.

1. CALL MEETING TO ORDER, ROLL CALL, AND ESTABLISH A QUORUM.

The meeting was called to order at 6:30 p.m. by **John Turner**, Board President, who stated a quorum was present. Those Commissioners present included:

John Turner	Present
Kevin Searcy	Present
Randy Lighfoot	Present
Heather Burks	Present
Patti Kappauf	Present

Also present at the meeting were **Katie Norris** of **RIT Financial** (attending remotely), **Ira Coveler** and **Melissa Wiggins** of **Coveler & Peeler, P.C.** (attending remotely), and other members of the public attending in person.

2. TO RECEIVE PUBLIC COMMENTS.

No public comments were received.

3. TO APPROVE THE MINUTES OF PRIOR MEETING(S).

The Board reviewed two (2) sets of minutes including revised minutes of the December 29, 2025 regular meeting, and minutes of the January 5, 2026 regular meeting. After review, President **Turner** made a Motion, seconded by Mrs. **Burks**, to approve the minutes as presented. Thereafter, the Motion passed by a vote of 5-0.

4. TO RECEIVE THE DISTRICT FINANCIAL REPORTS, AND TO REVIEW AND TAKE ACTION ON FINANCIAL MATTERS AND TO PAY DISTRICT BILLS.

Katie Norris presented the balances of both District bank accounts. The balances as of January 31, 2026 were presented as follows:

Ector ESD 1-	\$2,525,821.13
Ector ESD 2 -	\$2,52,056.19

Ms. Norris also reported that the amounts remitted to each ESD for December 2025 and January 2026 were as follows:

December 2025	Ector ESD 1	\$472,830.34
	Ector ESD 2	\$472,828.34
January 2026	Ector ESD 1	\$1,799,707.26
	Ector ESD 2	\$1,799,707.26

The following bills for the Districts were also presented for review:

1. Q1 and Q2 payments to the City of Odessa for Fire and EMS services with each payment equaling \$250,000 per ESD per quarter for a total of \$500,000 for each ESD.
2. Coveler & Peeler, P.C. for the months of January 2026 and February 2026
3. RIT Financial for the period of October 2025-February 2026
4. Commissioner reimbursements from SAFE-D conference

After discussion, Mr. **Lightfoot** made a Motion, seconded by President **Turner**, to approve payment of all District bills. Thereafter the Motion passed by a vote of 5 to 0.

5. **TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS RECEIVED FROM THE DISTRICT COMMISSIONERS SEEKING COMPENSATION OR REIMBURSEMENT AS PERMITTED BY TEXAS HEALTH & SAFETY CODE §775.038 (A-1).**

The Board reviewed submittals for Commissioner compensation and reimbursement. After review, Mr. **Lightfoot** made a Motion, seconded by Mrs. **Burks**, to approve payment of Commissioner submittals and reimbursements as submitted. The Motion passed by a vote of 5 to 0.

Mr. Coveler noted that compensation for Commissioners would need to be tracked, as Commissioners were legally capped at a maximum compensation of \$7,200 per year.

6. **TO REVIEW, DISCUSS AND TAKE ACTION REGARDING APPROVING PAYMENTS PURSUANT TO THE REQUIREMENTS OF THE DISTRICT'S INTERLOCAL AGREEMENT WITH THE CITY OF ODESSA RELATED TO FIRE AND EMERGENCY MEDICAL SERVICES BEING PROVIDED BY ODESSA FIRE & RESCUE.**

The Board reviewed the quarterly invoices to the City of Odessa for Ector County ESD No. 1 and ESD No. 2. After review, Mr. **Lightfoot** made a Motion, seconded by Mrs. **Burks**, to approve the payments as discussed. Thereafter the Motion passed with a vote of 5 to 0.

7. **TO REVIEW AND DISCUSS TOPICS EXPLORED AND LESSONS LEARNED AT THE RECENT 2026 SAFE-D CONVENTION.**

The convention was reported to be valuable and productive. Mrs. **Kappauf** suggested that the Board budget the expense for future conventions. No other action was taken.

8. TO REVIEW, DISCUSS AND TAKE ACTION ON STRATEGIC PLANNING MATTERS RELATED TO THE DISTRICT'S RECENT STRATEGIC PLANNING WORKSHOP AS WELL AS ESTABLISHING THE DISTRICT'S ACTION ITEM PRIORITIES FOR THE REMAINDER OF 2026

Mr. **Searcy** discussed hiring a District Coordinator to work with the Districts, especially ESD No. 2, to focus on EMS matters. Mr. **Searcy** then made a Motion, seconded by Mr. **Lightfoot**, to move forward on the hiring process for a Coordinator, including developing a job description and expectations. The Motion passed by a vote of 5 to 0.

Mrs. **Kappauf** then asked about hiring an Administrative Assistant as well. After discussion, Mr. **Searcy** made a Motion, seconded by Mr. **Lightfoot**, to move forward on the hiring process of an administrative assistant and to build a job description. The Motion passed by a vote of 5 to 0.

Mrs. **Kappauf** then made a Motion, seconded by Mr. **Lightfoot**, to begin looking for office space for the Districts. Thereafter the Motion passed by a vote of 5 to 0.

The Board then reviewed VFD matters as discussed at the recent Board workshop. Mrs. **Burks** noted the property location that was previously discussed was too far from Gardendale, and suggested moving forward with the Moss & 3rd St. location. Regarding recruitment matters, Mrs. **Burks** stated she would serve as the recruiter contact for the Board. Mrs. **Kappauf** suggested the Board create mission and core value statements in a future meeting. No further action was taken by the Board.

9. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE ACQUISITION OF PROPERTY FOR DISTRICT USE.

The Board then reviewed the status of property acquisitions. At this time, President **Turner** made a Motion, seconded by Mr. **Searcy**, to pursue acquiring the property located on Moss Avenue and 3rd in West Odessa. Thereafter, the Motion passed by a vote of 5 to 0.

10. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING LONG-TERM PLANNING AND FACILITIES MATTERS RELATED TO ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 1 AND ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 2.

The Board then discussed hiring matters related to a District Coordinator and Administrative Assistant. Mr. **Searcy** noted that the Coordinator position was not currently budgeted for, though the Administrative Assistant was included in the current budget. Mrs. **Kappauf** asked if the Board preferred to hire a consultant to manage the hiring process. After discussion, she advised she would reach out to a contact for more information related to consultant work. President **Turner** advised that the West Odessa Volunteer Fire Department was experiencing issues with parking, and building maintenance matters Austin Hardin of the West Odessa VFD will provide more information to the Board, addressing the needs of the station and six (6) apparatus units currently left outside, in order for them to consider providing funding for the repairs. No further action was taken by the Board.

11. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE ENGAGEMENT OF WEST ODESSA VFD, SOUTH ECTOR COUNTY VFD, GARDENDALE VFD, AND GOLDSMITH VFD AS ADDITIONAL SERVICE PROVIDERS WITHIN THE DISTRICT.

President **Turner** stated that working with VFDs would allow for coverage and overlapping boundaries for mutual aid across the county, though Mrs. **Kappauf** pointed out the need for clear coverage area definition as the Districts already had a contract with OFR for service in the area. She also recommended reviewing the VFDs' information including current status filings, standards, and certifications. When asked, Mrs. **Kappauf** also noted a potential provider, LifeNet EMS, had been contacted, and that if engaged, that entity would provide necessary licensing and medical director coverage for EMS matters for ESD No. 2. After discussion, Mr. **Seary** made a Motion, seconded by Mr. **Lightfoot**, to begin negotiations with the VFDs as additional service providers. Thereafter, the Motion passed by a vote of 5 to 0.

12. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE ENGAGEMENT OF A THIRD-PARTY DISTRICT WEBSITE VENDOR FOR BOTH DISTRICTS.

Mr. Coveler advised that information for potential website hosts and providers would be provided by his office. No action was taken by the Board.

13. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE ENGAGEMENT OF A THIRD-PARTY EMAIL AND IT VENDOR FOR BOTH DISTRICTS.

No action was taken by the Board.

14. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ANY NEEDED BUDGET AMENDMENTS.

No action was taken by the Board.

15. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE ADOPTION OF PROPERTY TAX EXEMPTIONS FOR ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 1 AND ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 2.

Mr. Coveler advised that information regarding possible exemption impacts to the Districts had been submitted prior to the meeting, but suggested tabling action until additional information related to possible loans and debt rates were available. No action was taken by the Board.

16. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ADOPTION, AMENDMENT, AND EXPLANATION OF DISTRICT POLICIES, PROCEDURES, AND STANDARD OPERATING GUIDELINES.

a. **Tax Abatement Policy**

President **Turner** made a Motion, seconded by Mr. **Searcy**, to table matters related to the Districts' abatement policies. Thereafter, the Motion passed by a vote of 5 to 0.

17. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE APPOINTMENT OF DISTRICT COMMITTEES.

President. **Turner** made a Motion, seconded by Mrs. **Burks**, to table the appointment of Committees until further information was available. Thereafter the Motion passed by a vote of 5 to 0.

18. TO DISCUSS AND CONFIRM UPCOMING REGULAR AND SPECIAL MEETING DATES, AND TO REVIEW, DISCUSS AND TAKE ACTION ON ANY DISTRICT MATTERS WHICH NEED TO BE INCLUDED ON THOSE AGENDAS.

Mrs. **Kappauf** made a Motion, seconded by Mr. **Searcy**, to approve the workshop meeting on Thursday, February 19th at 3:30 pm, and to note that workshops would also be scheduled monthly for the foreseeable future. Thereafter the Motion passed by a vote of 5 to 0.

19. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL.

The Board did not meet in Closed Session to consult with legal counsel. President **Turner** made a Motion, seconded by Mr. **Lightfoot**, to table Closed Session items. Thereafter the Motion passed by a vote of 5 to 0.

20. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REGARDING REAL ESTATE MATTERS.

The Board did not meet in Closed Session to discuss real estate matters.

21. TO REVIEW, DISCUSS AND TAKE ACTION ON MATTERS RELATED TO REAL ESTATE OR OTHER MATTERS AS DISCUSSED IN CLOSED SESSION.

No action was taken by the Board.

22. ADJOURNMENT.

Mrs. **Kappauf** then noted she had met with members of the Permian Basin Planning Commission and informed the Board that she and Mr. **Lightfoot** would be meeting with them to discuss possible shared interests, and grant opportunities for the Districts. She also advised she would be meeting with the County Judge on Friday to discuss TESRS contributions for the county volunteers.

There being no further business brought before the Boards, Mrs. **Burks** made a Motion, seconded by Mrs. **Kappauf**, to adjourn the meeting at 7:52 p.m. Thereafter, the Motion passed by a vote of 5 to 0.

The foregoing minutes were reviewed and approved by the Board of Commissioners on March 2, 2026.

ECTOR COUNTY EMERGENCY
SERVICES DISTRICT NO. 1

By: 
Heather Burks
District Secretary

ECTOR COUNTY EMERGENCY
SERVICES DISTRICT NO. 2

By: 
Heather Burks
District Secretary