

## SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. \* Monday \* July 23, 2018  
14128 SH 110 South \* Whitehouse, Texas 75791

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### 1. CALL TO ORDER

President Randy Melton called the Smith County ESD #2 called meeting to order at 7:00 p.m. Roll was called; five commissioners were present, Randy Melton, Charles Wilson, Paul Perryman, Leroy Biggers, and Earl Drott. He certified that a quorum was present.

### 2. PRAYER AND PLEDGE

President Melton led the meeting in prayer and the Pledge of Allegiance to the United States and Texas flags.

### 3. RECOGNITION OF GUESTS

President Melton welcomed all guests to the meeting.

### 4. PUBLIC COMMENTS

President Melton stated 2 signed up for public comments, he turned the floor over to taxpayer Sharon Guthrie. Mrs. Guthrie stated when the ESD was first being thought of it was not intended for all of the volunteer fire departments to have 24/7 staffing. She stated if the ESD does go to a 24/7 staff, that will kill the volunteerism. President Melton then turned the floor over to Jim Speier with Christus Flight For Life. Mr. Speier stated he wanted to let SCESD2 know they now have a helicopter based at Tyler Pounds Regional Airport, it will be available if needed.

### 5. CONSENT AGENDA

Leroy Biggers made a motion to approve the (a.) minutes of the June 23, 2018 regular meeting and the July 09, 2018 budget workshop meeting as written; (b.) the June 2018 financial report; 2<sup>nd</sup> by Charles Wilson; motion carried 5-0.

### 6. PAYMENTS AND REIMBURSEMENTS

Earl Drott made a motion to approve payment of bills: (a.) Current bills/quotes/checks over \$2,000: Card Service Center \$14,144.86 – District Credit Card; Eagle Fuel & Oil \$2,067.25 – Winona Fuel; Siddons Martin \$1,049.00 – CAFS Engines, \$2,237.66 – F/G L-2 Repair; Southern Tire Mart \$2,729.34 – R/S T-5; Checks Over \$2,000.00 – Ck #17055 \$2,618.80 Eagle Fuel & Oil, Ck #17063 \$2,085.85 Eagle Fuel & Oil, Ck #17105 \$2,942.66 Big M Auto Supply, Ck #17128 \$6,247.15 Eagle Fuel & Oil, Ck #17139 \$9,636.99 Metro Fire, and all disbursement checks over \$2,000 in this month's check register included in the financials; 2<sup>nd</sup> by Paul Perryman; motion carried 5-0. (b.) Contract payments made – no action necessary: Mobile Communications \$2,738.25 – District Paging Services; Nextiva \$2,252.25 – District Phones/Fax; Reliant Energy \$6,263.99. – District Electric; Suddenlink \$3,318.09 – District Internet Account; TML August \$5,824.86 – Employee Medical Insurance; 4<sup>th</sup> Qtr Fiscal Year Contract Payment \$3,750.00 – Mineola Fire Department, \$3,750.00 – Van Fire Department; SCESD2 Payroll \$61,122.26 – Date 07/06/2018, \$64,075.28. – Date 07/20/2018.

### 7. PRESENTATION FROM SHELDON GILBERT WITH E.S.C.I.

President Melton introduced Sheldon Gilbert with Emergency Services Consulting International. Mr. Gilbert gave a presentation to the board explaining the next steps for a Master Plan and Strategic Plan. The board asked for Mr. Gilbert to send Chief Rozell the cost to receive the Master Plan and Strategic Plan studies. No motion necessary.

## **8. PURCHASING FLASHLIGHTS AND CHARGERS**

Chief Rozell stated he would like to replace all of the current flashlights and chargers to have them uniform for everyone. This will make it simpler when someone needs a new battery or a charger needs to be fixed. He stated a quote was received from NAFECO for \$4,400. Leroy Biggers made a motion to approve purchasing 40 flashlights and chargers from NAFECO for \$4,400; 2<sup>nd</sup> by Charles Wilson; motion carried 5-0.

## **9. PURCHASING 40 TABLETS**

Director of I.T., Larry Locke, stated the current tablets used in the apparatus are no longer being produced. He has been able to find 40 of the same tablets from Kika Enterprises for \$10,135.60, these 40 will allow the rest of the apparatus that currently do not have a tablet to have one and have extras in stock if a tablet is beyond repair. He stated purchasing these tablet will save the ESD money because if they have to change to a different tablet, the docking system in all of the trucks will have to be replaced as well.. Paul Perryman made a motion to approve purchasing 40 tablets from Kika Enterprises for \$10,135.60; 2<sup>nd</sup> by Charles Wilson; motion carried 5-0.

## **10. NEW I.T. ACCOUNT POLICY**

Director of I.T., Larry Locke, stated that the current I.T. account policy is a bare minimum policy and needs to be updated. The new account policy he has created has a different policy for each type of account with more security and more requirements to keep every account more secure and less likely to get hacked. Paul Perryman made a motion to approve the new I.T Account Policy; 2<sup>nd</sup> by Leroy Biggers; motion carried 5-0.

## **11. NEW MEDICAL AND DENTAL INSURANCE**

Chief Rozell stated the current medical benefits SCESD2 has for it's full time employees is too expensive for the small amount of benefits being received. With this new medical plan the employee will get better benefits at a better rate. He stated with the quotes received, having the dental plan for the employees will be around the same price as it is now with it only being medical. Leroy Biggers made a motion to approve the new medical insurance with UnitedHealthcare and adding dental insurance through Humana; 2<sup>nd</sup> by Earl Drott; motion carried 5-0.

## **12. IMPLEMENTING RETIREMENT SYSTEM WITH TCDRS**

Chief Rozell stated he has been in contact with Texas County & District Retirement System since last year about having a retirement plan but last year SCESD2 did not have the funds at the time to implement the retirement system. He stated he believes SCESD2 can implement the retirement system this next budget year and get it going for all the employees, full time and part time. He stated this is a good benefit for the employees to have, especially the young full time guys, it will get something started for them so if they stay with SCESD2 they will have a good retirement. No motion needs to be made tonight, this item was to show the board members the different plan options before the TCDRS representative comes to talk to them at the Monday, August 13, 2018 called meeting.

## **13. DATES FOR 2 PUBLIC HEARINGS AND PLACING 2018/2019 PROPOSED BUDGET AND THE 2018 TAX RATE ON AGENDA**

Leroy Biggers made a motion to hold the two public hearings on Monday, August 13 and Thursday, August 16 at 6 p.m. at the SCESD2 office and to place the Proposed 2018/2019 Budget of \$5,707,007 and the 2018 Tax Rate of \$0.084648 per \$100 taxable value on the Monday, August 27, 2018 agenda; 2<sup>nd</sup> by Paul Perryman; motion carried 5-0.

## **14. 2018/2019 BUDGET PLANNING**

Chief Rozell went through the budget with the board and explained what the new 4 captain positions job duties will be and how they will help with the chain of command. He stated part of the captain's duties is to help train the volunteer departments as well as the paid staff. No motion necessary.

## **15. LONG RANGE PLANNING COMMITTEE AND SUB-COMMITTEES**

Arp Fire Chief Mac Arnold stated the Long Range Planning Committee encourages the board to have the studies from E.S.C.I. done because the committee is starting to run out of ideas.

## **16. DIRECTOR OF IT REPORT**

Director of IT, Larry Locke, stated that 47 support tickets have been completed since the last meeting. SCESD2 staff and volunteer firefighters attended a cybersecurity class for first responders along other East Texas Government Organizations. He is currently working with these East Texas Government Organizations to form a Cybersecurity Task Force to help each other with cybersecurity situations.

## **17. CHIEF OF OPERATIONS REPORT**

Chief Rozell stated the new Battalion Chief is JD Smith and his official start date will be July 30, 2018. There were 3 great candidates and JD will do an excellent job.

## **18. PRESIDING OFFICER REMARKS**

President Melton stated he did not have anything to report.

## **19. CLOSED SESSION**

Not necessary.

## **20. RETURN TO OPEN SESSION**

Not necessary.

## **21. ADJOURNMENT OF MEETING**

President Melton stated the 1st Public Hearing will be at Smith County ESD #2, 14128 SH 110 South, Whitehouse, Texas 75791; Monday, August 13, 2018 at 6:00 p.m. followed by a called meeting at 6:15 p.m.; the next board meeting will be Monday, August 27, 2018 at 7:00 p.m.; he declared the meeting adjourned at 8:20 p.m.

Respectfully submitted by: \_\_\_\_\_  
Paul Perryman, Secretary/Treasurer