



# SmithCounty

Emergency Services District 2

**NOTICE OF A MEETING OF THE  
SMITH COUNTY EMERGENCY SERVICES DISTRICT NO. 2  
BOARD OF COMMISSIONERS**

Pursuant to Chapter 551 of the Texas Government Code, this notice is hereby given to advise that a meeting of the **Board of Commissioners** of the **Smith County Emergency Services District No. 2** will be held at **7:00 p.m.**, on **Monday November 30, 2020**, at the **New Arp Fire Station No 1, located at 201 South Main., Arp, TX 75750**. Matters to be discussed or action taken are listed as a part of this notice.

**\*\*\*NOTICE: Attendees will be required to wear face coverings and practice social distancing. \*\*\*\***

The subjects to be discussed and/or considered and/or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

**AGENDA**

1. Call to order and certification of quorum;
2. Prayer and pledge of allegiance to the United States & Texas Flags;
3. Recognition of guests and special presentations;
4. Public Comments;  
Any individual may sign the provided form and request permission to make comments to the Board concerning matters that are relevant to the business of the District. The time limit of each person's comments shall be three (3) minutes. The maximum time allowed for the "Public Comments" section of the Agenda will be thirty (30) minutes. The Board may not deliberate on items or matters not listed on the Agenda;
5. Consent Agenda:  
Receive, discuss, and take any necessary action relating to the following reports:
  - a. Approval of minutes: September 28, 2020 Budget Hearing-; November 2, 2020 Regular Meeting
  - b. Financial reports: October 2020.
6. Discuss, consider, and take any necessary action related to payment of accounts, bills, invoices, payroll, Requests for reimbursement, requests for other payments, transfer of funds, and amendments;
  - a. Current bills/quotes/checks over \$2,000: Ramey Flock \$4176 – Legal Fees; Brad's Transitions \$4500 – Battalion 1 Parts & Repairs; Adams & Coker \$4027.40 Legal Fees; Southern Tire Mart \$2729.88 Noonday Tanker; Nafeco \$14280 – New Hire Equipment; LoneStar Generator \$6362.50 – Command Trailer
  - b. Contract payments made – no action necessary: Nextiva \$2068.66 – District Phones; Perkins Enterprises \$4270.54 – District Air Analysis; Reliant \$4675.36 – District Electric Bill; Nextiva

\$2064.20 – District Phones & Fax; Chapel Hill VFD \$6740 – PPC; Bullard \$3910 – PPC; Arp \$2900 – PPC; Dixie \$3850 – PPC; Jackson Heights \$2070 – PPC; Winona \$5360 – PPC; Flint/Gresham \$3700 – PPC; Whitehouse \$3430 – PPC; Benchmark Insurance Comp.\$22099 – Workers Comp

- c. New Construction bills/quotes/checks over \$2,000.00: LoneStar Generator \$3700 – New Stations 50/50; Adam Melson \$3000 – New Arp Landscape

7. Discuss, consider, and take any necessary action on auction guidelines from Texas Health and Safety Code 775;
8. Discuss, consider, and take any necessary action on Flint Gresham Attack 2;
9. Discuss, consider, and take any necessary action on Battalion Chief opening;
10. Discuss, consider, and take any necessary action on Driver/Engineer positions;
11. Discuss, consider, and take any necessary action on increasing retirement contribution from 5% to 7%;
12. Discuss, consider, and take any necessary action on IT Technician position;
13. Discuss, consider, and take any necessary action on tablet replacement project at a cost of \$22,299.00;
14. Discuss, consider, and take any necessary action on administrative assistant position;
15. Discuss, consider, and take any necessary action on PTO policy;
16. Discuss, consider, and take any necessary action on Grievance policy;
17. Discuss, consider, and take any necessary action on Personnel and employment for SCESD2;
18. Discuss, consider, and take any necessary action on Radio and Pager policy;
19. Discuss, consider, and take any necessary action on adopting the 2021 holiday schedule;
20. Discuss, consider, and take any necessary action on fire chiefs presenting and discussing issues with the board for future action;
21. Chief of Human Resources Report;
22. Chief of Training Report;
23. Chief of IT Report;
24. Chief of Operations Report;
25. Remarks by Presiding Officer and/or Board members (information, updates, etc.); items to be placed on future agendas; and future meeting dates, times, and/or locations;
26. CLOSED SESSION

The board will convene in closed session in accordance with the Texas Open Meetings Act, Texas Government Code, §§ 551.071, §§ 551.072, and §§ 551.074. No action shall be taken while the board

is in closed session. Any final action, final decision, or final vote shall be taken after the board reconvenes in open session;

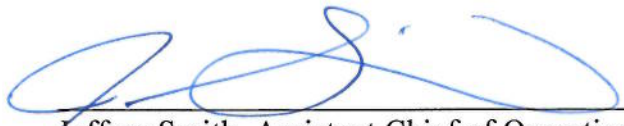
- a. Deliberation concerning the appointment, employment, evaluation, reassignment, duties and responsibilities of individual ESD officers/commissioners and employees – Govt. Code § 551.074;
- b. Deliberation regarding real property –Govt. Code § 551.072;
- c. Consult with attorney and receive legal advice concerning contemplated legal matter or a settlement offer– Govt. Code § 551.071;

27. RETURN TO OPEN SESSION

28. Adjournment of meeting.

### CERTIFICATION

I do hereby certify that the above Notice of a Meeting of the Smith County Emergency Services District #2 Board of Commissioners is a true and correct copy of said notice and was posted in accordance with the Texas Open Meetings Act at a location readily accessible to the general public at all times on the **25th day of November, 2020** and it will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

  
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Jeffrey Smith, Assistant Chief of Operations  
For the SCESD No. 2 Board of Commissioners

**Accessibility Statement:** Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring accommodation for access to the meeting must notify the Smith County ESD No. 2, P.O. Box 780, Whitehouse, TX 75791, in writing 24 hours prior to the scheduled meeting of the necessity of accommodation. Upon receipt of this request, the District will furnish appropriate auxiliary aids and service when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the board meeting that non-handicapped individuals enjoy.

**\* The District reserves the right to consider and take action on the above agenda items in any order. The Board reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/she may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.**