



Board of Commissioners Minutes
Monday, January 4, 2021 at 7:00 PM
11026 Count Road 140 Flint TX 75762

1. Call to order and certification of quorum;

Charles Wilson called the meeting order at 7:00 p.m. He certified that 5 commissioners were present.

2. Prayer and pledge of allegiance to the United States & Texas Flags;

Honor the **Texas flag**; I **pledge** allegiance to thee, **Texas**, one state under God, one and indivisible.

Johnny Brown led the prayer and pledge.

3. Recognition of guests and special presentations;

Charles Wilson recognized all guests.

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;

There were no public comments

5. Consent Agenda

Receive, discuss and take any necessary action relating to the following reports:

Motion to approve the consent agenda.

Moved By: Matthew McKeethan

Seconded By: Leroy Biggers

Motion Carried 5-0

5.1. Approval of minutes: November 30,2020 Regular Meeting

5.2. Financial reports: November and December 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;

Motion to approve items 6a, 6b, and 6c.

Moved By: Johnny Brown

Seconded By: Leroy Biggers

Motion Carried 5-0

6.1. Current bills/quotes/checks over \$2,000: Lion Group \$5859.20 – Bunker gear; Rowe Cafs LLC \$8342.40 Foam; FR Girls \$2034 District Shirts/Shorts; NAFECO

\$22986.21 Bunker Gear; Blue Line Fence \$2200 RS
Fence Repair

- 6.2. Contract payments made – no action necessary: Mobile Communications \$2738.25 District Paging; UT Health ETX EMS \$94005.37 Annual System Maintenance; ZOHO \$7376.40 Receipt Management; Troup VFD \$3400 Chief Stipend; Winona VFD \$3400 Chief Stipend; Whitehouse VFD \$3400 Chief Stipend; Red Springs VFD \$3400 Chief Stipend; Noonday VFD \$3400 Chief Stipend; Jackson Heights VFD \$3400 Chief Stipend; Arp VFD \$3400 Chief Stipend; Flint Gresham VFD \$3400 Chief Stipend; Chapel Hill VFD \$3400 Chief Stipend; Bullard VFD \$3400 Chief Stipend; Dixie VFD \$3400 Chief Stipend; Gollob Morgan Peddy \$ 3225 Accounting Fees; Suddenlink \$2501 Fiber Account; ComWare \$22334.33 Server Room; Verizon \$2991.50 Wireless Account
- 6.3. New Construction bills/quotes/checks over \$2,000.00: Harris Craig \$25200 Stations Renovations; WRL \$95278.44 Arp Payment #13; WRL \$96894.45 Flint Payment #13

7. Discuss, consider, and take any necessary action on canvassing of election results for the November 2020 election;

Acceptance of the Election results places Johnny Brown on the board in Place 4, and Brent Dominy on the board in Place 1.

Motion to accept the results of the November 2020 election.

Moved By: Matthew McKeethan

Seconded By: Leroy Biggers

Motion carried 5-0

8. Discuss, consider, and take any necessary action on the election of SCESD 2 Board of Commissioners officers;

The nomination of Johnny Brown for president of SCESD Board of Commissioners

Moved By: Geary Dominy

Seconded By: Charles Wilson

There were no further nominations, Johnny Brown receives the position of president by acclamation. Motion carried 5-0.

The Nomination of Matthew Mckeethan for Vice President.

Moved By: Johnny Brown

Seconded By: Geary Dominy

Motion carries 5-0

The nomination of Charles Wilson for Vice President.

Moved By: Leroy Biggers

No second for the motion. Motion dies on the floor.

The nomination of Geary "Brent" Dominy for Secretary/Treasurer.

Moved By: Johnny Brown

Seconded By: Matthew Mckeethan

There were no further nominations, Brent Dominy receives the position of Secretary/Treasurer by acclamation. Motion carried 5-0.

The nomination of Leroy Biggers for the position of Assistant Secretary/Treasurer.

Moved By: Geary Dominy

Seconded By: Johnny Brown

There were no further nominations, Leroy Biggers receives the position of Assistant Secretary/Treasurer by acclamation. Motion carried 5-0.

- 9. Discuss, consider, and take any necessary action related to OpenGov Budgeting & Planing To Streamline budgeting**

Save time with a collaborative approach, make decisions based on easily accessible data, and establish a consistent, repeatable process from strategic planning through budget publication.

Communicate clearly

Drive accountability, engage the public, and unlock economic potential with open data.

Make informed, data-driven decisions

Achieve strategic goals and drive program effectiveness with intuitive operational dashboards and powerful performance reporting.

Tap the power of the network

Compare spending, identify trends, and share insights to govern more effectively.

No Action Necessary.

9.1. Quick online introduction by OpenGov

9.2. Cost worksheet from OpenGov.png

Recommended Action: Select two gathering days to allow the board to get more information on OpenGov including a demo prior to the next Board of Commissioners Meeting
Carried

10. Discuss, consider, and take any necessary action related to purchasing and approving the use of an electronic agenda and meeting management system by Diligent. Total annual subscription fee of \$4,500.00. Max price increase per year is 5%;

Includes a public facing portal for easy access to agenda and minutes /Portal/

In order to lock in this price from an rate increase of \$2,000 a year that happened Jan 1st, CIO Larry Locke signed the agreement attached, the agreement has an effective date of January 10th. If the board decides not to

approve this item, Larry Locke will withdraw the agreement with no cost to the district.

Agreement.pdf

Motion to approve the purchase of Diligent software at a cost of \$4,500.00.

Moved By: Leroy Biggers

Seconded By: Matthew McKeethan

Carried 5-0

- 11. Discuss, consider, and take any necessary action on additional equipment install on 2 command vehicles at a cost of \$5,820;**

11.pdf

Motion to approve the purchase of additional equipment at a cost of \$5,820.00.

Moved By: Leroy Biggers

Seconded By: Charles Wilson

motion carries 5-0

- 12. Discuss, consider, and take any necessary action on note payment for Bullard and Noonday Engines at a cost of \$823,732.00;**

12.pdf

Motion to approve the payment of the note on Bullard and Noonday engines at a cost of \$823,732.00.

Moved By: Matthew McKeethan

Seconded By: Geary Dominy

Motion Carried 5-0

- 13. Discuss, consider, and take any necessary action on V-Struts and hydraulic hose for new Bullard Engine 1 from Metro Fire at a cost of \$2,720.00;**

13.pdf

Motion approve the purchase of VStruts for \$1830.00, but not hose at this time.

Moved By: Matthew McKeethan

Seconded By: Geary Dominy

Motion carried 5-0

- 14. Discuss, consider, and take any necessary action on cost of poly and equipment mounting for Bullard Engine 1 at an approximate cost of \$3,500.00;**

14.pdf

Motion to approve \$3,500.00 for the poly and equipment mounting on Bullard Engine 1.

Moved By: Charles Wilson

Seconded By: Leroy Biggers

Motion rescinded

Motion to spend no more than \$3,500.00 to complete the equipment mount and poly for Bullard Engine 1.

Moved By: Charles Wilson

Seconded By: Leroy Biggers

Motion carried 5-0

- 15. Discuss, consider, and take any necessary action on SCBA Compressor Maintenance and testing;**

15.1.pdf 15.2.pdf

Motion to approve Metro Fire to conduct SCBA compressor testing and maintenance at a cost of \$23,425.50.

Moved By: Matthew McKeethan

Seconded By: Charles Wilson

Motion Carried 5-0

- 16. Discuss, consider, and take any necessary action on replacement chassis for Flint Attack 2 from HGAC at a cost of \$38,986.00;**
16.pdf

Motion to approve the purchase of a Ford F-550 at a cost of \$38,986.00 from HGAC

Moved By: Matthew McKeethan

Seconded By: Charles Wilson

Motion carried 5-0

- 17. Discuss, consider, and take any necessary action on insurance and purchase of Motorola radios;**
17.pdf

No action necessary

- 18. Discuss, consider, and take any necessary action on approving Squyres, Johnson, Squyres to conduct 2019-2020 audit at an approximate cost of \$23,950.00;**
18.pdf

Proceed with the annual audit conducted by Squyers, Johnson, Squyres for the fiscal year 2019-2020 at a cost of \$23,950.00.

Moved By: Geary Dominy

Seconded By: Matthew McKeethan

Motion carried 5-0.

19. Discuss, consider, and take any necessary action on transactional audit;

To conduct a transactional audit for up to a 12 month period at a cost of \$2,000.00.

Moved By: Matthew McKeethan

Seconded By: Geary Dominy

Motion carried 5-0

**20. Discuss, consider, and take any necessary action on appointment of a Fire Chief for Jackson Heights VFD;
20.pdf**

To take no action on this item.

Moved By: Johnny Brown

Seconded By: Geary Dominy

Motion Carried 5-0

21. Discuss, consider, and take any necessary action on taking of minutes for SCESD2 Board Meetings;

Motion to look at a temporary agency for a transcriptionist or stenographer to take further action on.

Moved By: Geary Dominy

Seconded By: Charles Wilson

motion carried 5-0

22. Discuss, consider, and take any necessary action on Driver/operator positions;

To approve 15 Driver/Operator positions at a cost of \$1,100,000.00.

Moved By: Matthew McKeethan
Seconded By: Leroy Biggers
carried 5-0

23. Discuss, consider, and take any necessary action on part-time staff;

No action necessary

24. Discuss, consider, and take any necessary action on Battalion Chief;

to table until a later date

25. Discuss, consider, and take any necessary action related to the budgeted upgrade of the Microwave Link between Whitehouse Station 1 and Troup Station 1 at a total cost of \$5,500;

With the addition of 3 stations operating off of Troup Station 1 as a relay tower we are beginning to run into capacity issues on our current 5G unlicensed link. The replacement is an 11G FCC licensed link. The license request has already been submitted to the FCC. If approved no equipment will be purchased until the FCC provisional license is received. The current link has been operational for over 2 years. The equipment currently on the tower will be placed into inventory and reused on the next tower.

Install Cost: [Estimate 1007 from Tower Specialist Inc.pdf](#)

Equipment Cost: [airFiber 11 GHz High-Band Backhaul Radio with Dish Antenna @ \\$1,499.00 x2,998](#)

motion to approve the upgrade of the Microwave Link between Whitehouse Station 1 and Troup Station 1 at a cost of \$5,500.00

Moved By: Geary Dominy
Seconded By: Leroy Biggers
Motion carries 5-0

- 26. Discuss, consider, and take any necessary action on purchase of wildland firefighting equipment from Forestry Suppliers at a cost of \$12,899.40**

[26.pdf](#)

[26.2.PDF](#)

motion to approve the purchase of wildland equipment at a cost of \$12,899.40

Moved By: Charles Wilson

Seconded By: Matthew McKeethan

Motion Carried 5-0

- 27. Discuss, consider, and take any necessary action on 48/96 work schedules;**

[Comparison of Schedules RD.pdf](#) [LAFD Report.pdf](#)

motion to implement 48/96 for a six month trial period and HR to provide historical data for cost analysis.

Moved By: Geary Dominy

Seconded By: Matthew McKeethan

Motion carries 5-0

- 28. Discuss, consider, and take any necessary action on fire chiefs presenting and discussing issues with the board for future action;**

No action necessary

- 29. Training Division Report**

No action necessary

30. Chief Human Resources Officer Report

No action necessary

31. Chief Information Officer Report

- Provisioned 6 new workstations
- Provisioned 2 new printers
- Updated Accounting Software
- Realigned Org Chart in Active Directory
- Facilitated 8 Meetings With/About OpenGov
- Investigated unapproved radio reassignments
- Completed 5 Open Records Requests
- Reprogrammed 11 Radios
- Assisted accounting with set up and rollout of ZoHo expense
- Posted 2 new positions to the Website
- Submitted FAA/FCC studies for PTP projects
- Resolved issue with Mobile Device Management backend (over 70 hours working with vendor's support and development teams to find an issue in a failed update)
- Installed Cell Repeaters in Dixie Station 2 and Red Springs Station 2
- Created tablet assignment plan
- Worked on the Radio and Lease purchase agreement
- Resolved 161 Audit Alarms
- Resolved 8 Network alarms
- Resolved 123 AV Alerts
- Resolved VMWare vCenter licensing issue
- Completed IT Office move and organization
- Created IT Mission statement [Mission.pdf](#)
- Researched Electronic Board & Agenda Meeting Management System
- Decommissioned 2 Firewalls
- Issued 76 Pagers
- Applied over 1200 Security Patches
- Worked on IT Infrastructure Plan
- Met with Verizon for rate review
- Cleaned 7 PCs
- Printed accountability tags for 30 users
- Onboarded 5 new users
- Resolved 73 Tickets

32. Chief of Operations Report

No action necessary

33. 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;

34. 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;

35. RETURN TO OPEN SESSION

The board returned to open session at 11:38 p.m. No action taken.

36. Adjournment of meeting.

President Johnny Brown declared the meeting adjourned at 11:38 p.m.



Date: 1/11/2021

Brent Dominy, Secretary/Treasurer