



**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 Regular Meeting of the **Smith County Emergency Services District No. 2** will be held at 07:00pm, on January 25, 2021, at the Flint Gresham Fire Station No 1 located at 11029 C.R. 140 Flint, TX 75762. Matters to be discussed or action taken are 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 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:

Consent Action

- 5.1. Approval of minutes: January 4, 2021 special meeting
[01-11-2020 called Meeting.pdf](#) 
- 5.2. Financial reports: 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;

6.1. Current bills/quotes/checks over \$2,000: Met life \$14,528.47 employee dental/vision; \$2,766.25 Amazon Capital Services district supplies; Eagle Fuel \$6,233.48 district fuel; \$29,722.04 Siddons Martin Winona E1 Accident; \$8,766.36 VMWare server room; \$11,100 Mobile communications pager replacement project (approved 11-02-20); \$23,590.00 Squyres, Johnson, Squyers district audit fees; \$75,513.75 Smith County Tax office 2020 tax collection; \$21,861.25 Smith County Appraisal District 1st quarter fees; \$2,655.00 East Texas Radiator WHE1 Repair; \$6,829.55 Adams Coker district legal fees; \$2,162.26 Reeder Distributors maintenance shop lift repairs;

[6a.pdf](#) 

6.2. Contract payments made – no action necessary;; Suddenlink \$2501 Fiber Account; Nextiva \$2,103.35 district phone service; Nextiva \$2,068.66 district phone service Verizon \$2991.50 Wireless Account; \$2,738.25 Mobile Communications district pager service; \$5,999.23 Reliant district electric bills; \$2,991.52 (December 2020) \$6,249.90 Reliant district electric bills (January 2021 Verizon district wireless Arp VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Bullard VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Chapel Hill VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Dixie VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Flint Gresham VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Jackson Heights VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Noonday VFD Chief, Training, Bookkeeper Stipends; \$1,700.00

Red Springs VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Troup VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Whitehouse VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Winona VFD Chief, Training, Bookkeeper Stipends; \$1,475.00 Arp VFD pay per call stipend 2021Q1; \$6,335.00 Bullard VFD pay per call stipends 2021Q1; \$9,450.00 Chapel Hill VFD pay per call stipend 2021Q1; \$4,690.00 Dixie VFD pay per call stipend 2021Q1; \$6,340.00 Flint Gresham VFD pay per call stipends 2021Q1; \$2,075.00 Jackson Heights VFD pay per call stipends 2021Q1; \$3,040.00 Noonday pay per call stipends 2021Q1; \$740.00 Red Springs VFD pay per call stipends 2021Q1; \$2025.00 Troup VFD pay per call stipends 2021Q1; \$4,625.00 Whitehouse pay per call stipends 2021Q1; \$10,945.00 Winona VFD pay per call stipends 2021Q1;

[6B.pdf](#) 

6.3.

New Construction bills/quotes/checks over \$2,000.00: \$3,347.00 Mobile Communications new station radio equipment (approved 05/26/2020) \$6,300 Harris Craig station remodels

[6C.pdf](#) 

7. Discuss, consider and take any necessary action on the proposed IT Equipment Policy.




The attached proposed policy was agreed to by the assigned committee. [IT Equipment Policy Chief Final Draft.docx](#) 

8. Discuss, consider, and take any necessary action related to the purchase and use of OpenGov with a 5 year contract at an initial cost of \$281,330 including the first year of service and \$75,000 year thereafter.

The year one cost is higher due to set up, and implementation assistance costs.

[Quote.pdf](#) 

[Scope of Work.pdf](#) 

9. **Discuss, consider, and take any necessary action on updating authorized signers on the Spirit of Texas Bank Account;**
[9.pdf](#) 
10. **Discuss, Consider, and take any necessary action on forming a committee for research on blocking apparatus;**
[10.pdf](#) 
11. **Discuss, Consider, and take any necessary action on forming a committee for research Employee Assistance Programs;**
12. **Discuss, consider, and take any necessary action on Fleet Accident involving Flint-Gresham Engine 1;**
13. **Discuss, consider, and take any necessary action on fire chiefs presenting and discussing issues with the board for future action;**
14. **Human Resources Report;**
15. **Training Division Report;**
16. **Fleet Maintenance Report;**
[SCESD2 Fleet Maintenance 01-22-21.pdf](#) 
17. **Information Technology Report;**
18. **Chief of Operations Report;**
19. **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;**
20. **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;

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

21. RETURN TO OPEN SESSION

22. 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.



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.