



**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 PM**, on **Monday, May 24, 2021**, at the **New Flint Gresham Fire Station No 1, located at 11029 C R 140 Flint 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:

[April 2021 Board of Commissioners Meeting - Minutes - Pdf](#) 

[Special Called Meeting Thursday May 13, 2021 - Minutes - Pdf](#) 

[Special Called Meeting - May 19, 2021 - Minutes - Pdf](#) 








5.2. Financial reports:

[April 2021 Tax Distribution Plan.pdf](#) 

[April - 2021 - FS - Smith County ESD #2.pdf](#) 

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 \$2,000.00:











Vendor	File	Amount
Amazon	Amazon Business Purchases.pdf 	\$2,358.39
Benchmark Insurance Company Workers Comp	Benchmark Insurance Company.pdf 	\$10,086.86
Superior Fleet Services	CH B-2 Parts + Repairs.pdf 	\$3,129.66
Gollob Morgan Peddy	District Accounting Fees.pdf 	\$5,750.00
Eagle Fuel & Oil Lp	Eagle Fuel & Oil LP.pdf 	\$9,205.87
Metro Fire	Metro Fire.pdf 	\$11,486.86
Ramey Flock	Ramey Flock - 007948 0002.pdf 	\$3,996.00

6.2. Current Credit Card Bills

Card_Holder	File	Amount
Charles Clanton	Charles Clanton.pdf 	\$0.00
David Gerald (Raymond Murillo)	David Gerald.pdf 	\$263.34
Jeffrey Smith	Jeffrey Smith.pdf 	\$45.00
Joseph Nix	Joseph Nix.pdf 	\$132.20
Kelcey Trotty	Kelcey Trotty.pdf 	\$2,562.52
Larry Locke	Larry Locke.pdf 	\$1,424.07
Mary Anderson	Mary Anderson.pdf 	\$476.63
Michael Crowley	Michael Crowley.pdf 	\$81.00
Michael Melson	Michael Melson.pdf 	\$913.09
Sara Gonzalez	Sara Gonzalez.pdf 	\$1,017.47
Seth Meadows	Seth Meadows.pdf 	\$1,015.17
Terry Rozell	Terry Rozell.pdf 	\$357.50
Card Service Center All Combined	Total	\$8,287.99

6.3. Contract payments made – no action necessary:

Vendor	File	Amount
Arp-Chief, Training, Bookkeeper stipends April & May	Arp May 2021.pdf 	\$3,400.00
Bullard-Chief, Training, Bookkeeper stipends April & May	Bullard May 2021.pdf 	\$3,400.00
Chapel Hill-Chief, Training, Bookkeeper stipends April & May	Chapel Hill May 2021.pdf 	\$3,400.00
Reliant Energy	District Electric Bill.pdf 	\$4,762.43
Sudden Link	District Fiber Account.pdf 	\$2,501.00
Nextiva	District phones + fax.pdf 	\$2,088.17
Verizon	District Wireless Bill.pdf 	\$3,033.17
Dixie-Chief, Training, Bookkeeper stipends April & May	Dixie May 2021.pdf 	\$3,400.00
Met Life	Employee Dental and Health.pdf 	\$3,668.18
United Healthcare	Employee Health Insurance - April.pdf 	\$32,877.14
United Healthcare	Employee Health Insurance - May.pdf	\$30,707.55

		
The Hartford Life Insurance	Employee Life Insurance - May.pdf 	\$3,493.26
Flint Gresham-Chief, Training, Bookkeeper stipends April & May	Flint Gresham May 2021.pdf 	\$3,400.00
Jackson Heights-Chief, Training, Bookkeeper stipends April & May	Jackson Heights May 2021.pdf 	\$3,400.00
Mobile Communications	Mobile Communications.pdf 	\$2,738.25
Noonday-Chief, Training, Bookkeeper stipends April & May	Noonday May 2021.pdf 	\$3,400.00
SCESD2 Blocker Unit 2	SCESD2 Blocker Unit.pdf 	\$39,230.00
Troup-Chief, Training, Bookkeeper stipends April & May	Troup May 2021.pdf 	\$3,400.00
Whitehouse-Chief, Training, Bookkeeper stipends April & May	Whitehouse May 2021.pdf 	\$3,400.00
Winona-Chief, Training, Bookkeeper stipends April & May	Winona May 2021.pdf 	\$3,400.00
May 7, 2021 Payroll		\$133,404.98
May 21, 2021 Payroll		\$125,738

7. **Discuss, consider, and take any necessary action related to approval of updates to the SOGs**

[100.05 Report Writing--EMS Update.pdf](#) 

8. **Discuss, consider, and take any necessary action related to approval of Firewall Subscription Renewal Quote from Comware for a total of \$3,930.79**

The attached quote is the renewal cost for one year of firewall definition updates and support for our email security gateway and our 2 firewalls at server room 2. The quotes are provided under Texas Department of Information Resources (DIR) Pricing under DIR-TSO-2656.

Quote [8207.pdf](#) 

9. **Discuss, consider, and take any necessary action related to approval of the District Mobile Phone Project FY20/21.**

Providing district phones to the board of commissures as well as converting personnel phone allowances to district-provided lines at a one-time cost of \$3,207.85 and an increase of \$644.85 monthly to the district wireless account.

[District Mobile Phone Project FY20_21.pdf](#) 

10. **Discuss, Consider, and take any necessary action on the transfer of funds from the Sales Tax account to the General Fund account for payroll expenses;**

[payroll transfer book 2.pdf](#) 

11. **Discuss, consider, and take any necessary action on the purchase of Holmatro V-Struts for the new Bullard, and Noonday Engines;**

[V-Strut Quote.pdf](#) 

12. **Discuss, consider, and take any necessary action on adoption of MOA with EMTF;**

[TX EMTF MOA Smith Co ESD2 \(002\) \(002\).pdf](#) 

13. **Discuss, consider, and take any necessary action on District Organizational Chart;**

14. **Discuss, consider, and take any necessary action on TFS Equipment Grant match for Flint-Gresham VFD;**

[Flint Grant Request.pdf](#) 

[FLINT GRESHAM VFD DELTA QUOTE FOR FLIR K33.pdf](#) 

[GFG G450.png](#) 

[PPV Fans.pdf](#) 

[Road Signs.png](#) 

[Air Bags.pdf](#) 

15. Discuss, consider, and take any necessary action on adoption of the Driver/Operator promotional exam results;

[SMITH COUNTY ESD 2 DRIVER PROMOTION 2021 RANKINGS.pdf](#) 

16. Discuss, consider, and take any necessary action on the purchase of a lawnmower for Bullard VFD;

[Lawn Mower 1.pdf](#) 

[Lawn Mower 2 & 3.pdf](#) 

17. Discuss, consider, and take any necessary action on personnel and employment for SCESD2;

18. Staff Reports

- 18.1. Fleet Maintenance Report

[SCESD2 Fleet Maintenance 05-24-21.pdf](#) 

- 18.2. Training Division Report

[Training Division Report.pdf](#) 

- 18.3. Chief Information Officer Report

[IT Report 2021 05.pdf](#) 

- 18.4. Chief of Operations Report:

[Incident Breakdown by Category April 2021.pdf](#) 

[Report Property and Content Loss Value Per District Last month.pdf](#) 

[Report Cost Recovery By District.pdf](#) 

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

- 19.1. Arp
[Arp Personnel Participation Summary from210401to210430.pdf](#)

- 19.2. Bullard
[Bullard Personnel Participation Summary from210401to210430.pdf](#)

- 19.3. Chapel Hill
[Chapel Hill Personnel Participation Summary from210401to210430.pdf](#)

- 19.4. Dixie
[Dixie Personnel Participation Summary from210401to210430.pdf](#)

- 19.5. Flint Gresham
[Flint Gresham Personnel Participation Summary from210401to210430.pdf](#)

- 19.6. Jackson Heights
[Jackson Heights Personnel Participation Summary from210401to210430.pdf](#)

- 19.7. Noonday
[Noonday Personnel Participation Summary from210401to210430.pdf](#)

- 19.8. Red Springs
[Red Springs Personnel Participation Summary from210401to210430.pdf](#)

- 19.9. Troup
[Troup Personnel Participation Summary from210401to210430.pdf](#)


19.10 Whitehouse

- [Whitehouse Personnel Participation Summary from210401to210430.pdf](#) 

19.11 Winona

- [Winona Personnel Participation Summary from210401to210430.pdf](#) 

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. 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;

23. 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 21st day of May, 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.**