



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, April 25, 2016**, at the **SCESD No. 2 District Office**, located at **14128 Hwy. 110 S., Whitehouse, TX 75791**. Matters to be discussed or action taken are listed as a part of this notice.

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;
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: March 28, 2016 Regular Meeting;
 - b. Financial report: March 2016;
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. VFD Reimbursements – 11 March Packets for total of \$128,209.37;
 - b. Current bills/quotes over \$2,000: Rowe Industries \$4,320– Bulk Purchase/Class A Foam; Fire-Teck \$2,653.08– Noonday E-2 Repairs, \$2,834.04 – Winona T-7 Repairs; Metro Fire \$2,447.00 – Red Springs Holmatro Service & Repairs; Siddons-Martin \$2,949.68 – Dixie E-1 Repairs;
 - c. Contract payments made – no action necessary: \$2,180.66 Nextiva – District Phones & Faxes; \$3,051.75 Mobile Communications – District Paging Services; \$2,646.42 Reliant Energy – March Electric Bills; \$2,715.08 Reliant Energy - April Electric Bills; Squyres, Johnson, Squyres & Company \$9,509 Final Audit Invoice;
7. Discuss, consider, and take any necessary action on hiring an administrative secretary & creating Director of Finance position;

8. Discuss, consider, and take any necessary action on bunker gear purchase for Noonday VFD;
9. Discuss, consider, and take any necessary action on revised employee handbook;
10. Discuss, consider, and take any necessary action on vehicle maintenance proposals & discussion on future maintenance facility/office;
11. Discuss, consider, and take any necessary action on purchase of maintenance trailer;
12. Discuss, consider, and take any necessary action on contracting with GovPayNet;
13. Discuss, consider, and take any necessary action on IT/Training event management;
14. Discuss, consider, and take any necessary action on providing training meals;
15. Discuss, consider, and take any necessary action on IT infrastructure & licensing;
16. Discuss, consider, and take any necessary action on reports from the Long Range Planning Committee and Sub-Committees;
17. Director of IT 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 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. Consult with attorney and receive legal advice concerning contemplated legal matter – Govt. Code § 551.071;

21. **RETURN TO OPEN SESSION**

- a. If necessary; discuss, consider, and take any necessary action regarding the appointment, evaluation, reassignment, duties and responsibilities of individual ESD officers/commissioners and employees;
- b. If necessary; discuss, consider, and take any necessary action regarding concerning contemplated legal matter – Govt. Code § 551.071;

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 **22nd day of April, 2016** 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.

Terry Rozell, 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/he 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.**