

SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. * Monday * February 29, 2016

14128 SH 110 South * Whitehouse, Texas 75791

1. CALL TO ORDER

The Smith County ESD #2 board meeting was called to order at 7:00 p.m. by President Randy Melton. Roll was called; four commissioners were present: Randy Melton, Paul Perryman, Leroy Biggers, and Matt Thiessen; with Charles Wilson absent. It was certified that a quorum was present.

2. PRAYER AND PLEDGE

Johnny Brown led the meeting in prayer; President Melton led the Pledge of Allegiance to the United States and Texas flags.

3. RECOGNITION OF GUESTS

President Melton welcomed all guests to the meeting.

4. PUBLIC COMMENTS

President Melton introduced Noonday Fire Chief Richard Adams. Chief Adams stated that he just wanted to let the board know what is going on; there had been lots of theft going on within the Noonday Fire Department and the dive team. He wants to request that an audit be done on the Noonday Fire Department and the Dive Team. No action can be taken at this time, but the board thanked Chief Adams for the work that he is doing with that department and will be talking to him about what needs to be done.

5. CONSENT AGENDA

Mr. Perryman made a motion to approve the (a.) minutes of the January 25, 2016 regular meeting as written; (b.) the January 2016 financial report; 2nd by Mr. Biggers; motion carried 4-0.

6. PAYMENTS AND REIMBURSEMENTS

Mr. Biggers made a motion to approve payment of bills: (a.) VFD Reimbursements – 11 January Packets for total of \$114,012.04; (b.) Current bills/quotes over \$2,000: \$3,922.06 Bullard VFD E-1 Repairs; \$2,599.99 Perkins Enterprises – District Air Analysis; \$3,462.03 Pro One Automotive – Flint-Gresham VFD Support 1 Repair; 2nd by Mr. Perryman; motion carried 4-0. Mr. Perryman also stated that we are making a payment on our loan and after this Payment we will have two more; so in two years we will be debt free.

(c.) Contract payments made: \$973,877.68 Citizens National Bank – Loan Payments; \$3,010.50 Mobile Communications Services – District Paging Services; \$7,500.00 Squyres, Johnson, Squyres & Company – 2014/2015 Audit progress billing; \$2,263.58 Nextiva – District phones & faxes; No action necessary.

7. REPORT FROM MATT SHAFER

President Melton introduced Matt Schafer State Representative for District #6 and gave a short background on him. Mr. Schafer then addressed the attendees of the meeting. He stated he is serving a 2 year term and represents Tyler, Whitehouse, Chapel Hill and Bullard, the southwest area of the county; around 165,000 to 170,000 people. The state representatives are basically over setting the 209 billion dollar state budget and making sure things are done right. He discussed problems throughout our state; illegal aliens and food stamp fraud among them. He also praised the first responders of our state. No action necessary.

8. REPORT FROM JEFF HUDGENS

President Melton introduced Jeff Hudgens Captain with the Tyler Fire Department; their training officer and the Interim Director of the Tyler Junior College Fire Academy. He stated that they have an academy going on now at TJC and will have another one starting August 15, 2016. Each class lasts 12 weeks and they are working on offering classes for Officer I and Driver/Operator. These will be on site; they are not where they can offer on-line classes yet. He will be available to help anyone interested in obtaining Texas Forestry Service grants to help pay for their cost in taking any of these classes. He just wanted to let everyone know what they have to offer and he left brochures for any interested. No action necessary.

9. FIRE RECOVERY BILLING

President Melton turned the floor over to Chief Rozell to discuss the Fire Recovery billing. He stated that last week they had training on Firehouse and Larry will migrate each fire department on to the new server to start doing their reports on the new Firehouse software. As we start doing reports on our new Firehouse recovery hub; every three days to a week, Fire Recovery USA will pull all billable calls; then Chief Rozell or the Battalion Chiefs will check the reports before they bill the insurance companies; no citizens will be billed. We will recoup the insurance money available to us; a conservative figure would be 60-70,000 a year when this is up and running. Chief Rozell stated that he would like to look at using some of this income to provide monetary gifts for the volunteer members to staff departments after 5 and on the weekends; it would tie into their certifications and bring manpower up. It will probably take two months to have this up working to start the billing process; the chief and battalion chiefs will be making a trip to Parker County to talk to them about how they are working all of this in their department; President Melton stated that he is glad that we are going forward with the billing; Mr. Perryman is happy that we are there, it needed to be done. No action necessary.

10. FEEDBACK FROM THE SAFE-D CONFERENCE

President Melton stated that he wanted to hear comments about attending the SAFE-D Conference in February. Mr. Perryman stated that this was his first SAFE-D; he came away encouraged by finding out that we are light years ahead of a lot of the other ESDs, but also learned that we still have a lot of things to work on. Mr. Thiessen stated that we are doing the things correctly that were discussed at the conference; they discussed new ideas that we have already put together. President Melton stated that he went to the classes that we marked to become a certified commissioner; stated in the classes that they discussed that now is the time to buy land; not wise to wait. He also mentioned HB 1295 that addresses the fact that anything the ESD does is a contract; touches on conflict of interest. No action necessary.

11. PURCHASE OF SCESD2 T-SHIRTS

Chief Rozell presented a bid on T-Shirts for SCESD2 to use when we hire the paid fire fighters; it is from 1st Class Design, a local company in Whitehouse, they do good graphics and it is a good quality shirt. For 200 shirts with the graphics it will cost \$2,580; they would wear these when they are working around the stations. Mr. Perryman made a motion to purchase the T-shirts; 2nd by Mr. Thiessen; motion carried 4-0.

12. SAFER GRANT PROGRAM

Chief Rozell presented a plan to apply for the 2015 Safer Grant; it would be a \$600 flat fee to Vickers Consulting for them to write the grant for us. This grant for us would pay to staff select departments through the county 24/7 for two years; if we apply we should know the

results by the end of this budget year. Mr. Thiessen made a motion to apply for the Safer Grant; 2nd by Mr. Biggers; motion carried 4-0.

13. SCESD2 APPLICATION PACKETS

Chief Rozell presented a copy of the fire fighter application packet to the board; it consists of the application, job description, requirements, hiring procedure and the agility test; he stated that our attorney stated that we just have to post it to the web site and it does not have to be published in the newspaper. Mr. Thiessen made a motion to approve the application packet and to publish it on the website; 2nd by Mr. Biggers; motion carried 4-0.

14. FLINT-GRESHAM VFD EQUIPMENT GRANT/PURCHASE

Flint-Gresham VFD is asking to purchase a Combi-Tool from R & J Rescue Sales for \$8,385; this is the low bid with Metro Fire at \$10,544 and MES at \$12,271. They budgeted \$9,300 for this purchase and want to use it as their cost share on a \$15,000 grant that they received from the Texas A & M Forestry Service to purchase equipment for rope rescue. Mr. Biggers made a motion to approve this purchase; 2nd by Mr. Perryman; motion carried 4-0.

15. BUDGET TRANSFER #60910 WEARING APPAREL TO SCESD2 #51875 UNIFORMS

Chief Rozell stated that with Tyler Uniform going out of business we have been forced to look elsewhere to buy uniforms. The best plan is to buy the Class B uniforms in bulk and stock them at the SCESD2 office; we would see a 30% savings on the uniforms. The departments will tell the Battalion Chiefs what they need; we will take them and have the embroidery done and the patches sewn on. To implement this plan we need to take the money from #60910 Wearing Apparel that each department had budgeted for Class B uniforms and transfer it to the #51875 Uniforms in the SCESD2 budget. Mr. Perryman made a motion to transfer the money from the VFD's #60910 uniform budget to #51875 Uniforms in the SCESD2 budget; 2nd by Mr. Biggers; motion carried 4-0.

16. RECOGNITION OF IMPROVEMENTS AT JACKSON HEIGHTS VFD

President Melton called on Chief Kelcey Trotty with Jackson Heights VFD to talk about the improvements with that department. Chief Trotty stated that they have gone from having 1-2 certified firefighters to having 6-8 certified; with 2 more in school. They have been training with other departments; the guys are motivated. They now have 30 members with 15 really active ones; it just took showing them they people do care and want them to have what they need to get the job done. He has them coming in for training and making calls; now has a good strong core group even at station #1; trying to plan improvements for that station. He appreciates all of the help and support that he received from other chiefs in the district. President Melton thanked him for all of his hard work to get the fire department turned around in the right direction. No action necessary.

17. LONG RANGE PLANNING COMMITTEE AND SUB-COMMITTEES

Keith Tate gave a report on the training committee: The CPR program that was approved by the board in December had its first class February 6th at Flint-Gresham VFD with another one scheduled for this Saturday, March 5th at Red Springs VFD with Bobby LaMotte from Troup VFD teaching it. The area school is in a couple of weeks and registration has picked up; it looks like the extracation class will be full; we need everyone to support our area school. The training committee has worked diligently to get all of the volunteers with EMS certifications lined out on continuing ed with monthly assignments to keep their certifications; they have been receiving good feedback on this.

18. DIRECTOR OF IT REPORT

Director of IT Larry Locke stated that he resolved 46 support tickets this month; Chapel Hill is the only station left that needs the equipment install to connect to the server and they are waiting for their new building to be completed. Flint-Gresham and Noonday's access control system has been installed and seems to be working as planned; Bullard now has the same system on their new fuel tanks. We have completed server room updates; Quickbooks and Firehouse are now on the server.

19. CHIEF OF OPERATIONS REPORT

Chief Rozell stated that he sent out a request to the Fire Chiefs to turn in new rosters of their departments with pager numbers listed for each member that has one. We have 365 pager numbers and everyone is assigned to a pager. He needs to know what numbers are being used and which ones are not. He needs the rosters completed and sent in to the ESD office.

20. PRESIDING OFFICER REMARKS

President Melton stated that all he had to say was that Adam Russell with the Tyler paper did a good job on the article about the ISO ratings and that all came about with the hard work of our district to lower the ratings.

21. CLOSED SESSION

Not necessary.

22. RETURN TO OPEN SESSION

Not necessary.

23. ADJOURNMENT OF MEETING

President Melton stated the next board meeting will be at Smith County ESD #2, 14128 SH 110 South, Whitehouse, Texas 75791; Monday March 28, 2016 at 7:00 p.m.; he declared the meeting adjourned at 8:12 p.m.

Respectfully submitted by: _____
Paul Perryman, Secretary/Treasurer