

## SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. \* Monday \* November 23, 2015  
14128 SH 110 South \* Whitehouse, Texas 75791

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### 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; three commissioners were present: Randy Melton, Charles Wilson, and Paul Perryman, with Leroy Biggers and Matt Thiessen absent. It was certified that a quorum was present.

### 2. PRAYER AND PLEDGE

Rev. James Perryman, pastor of Hillcreek Baptist Church and brother to our board member Paul Perryman 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

No one signed in for public comment.

### 5. CONSENT AGENDA

Mr. Perryman made a motion to accept the (a.) minutes of the October 26, 2015 Regular Meeting as written;(b.) October 2015 financial report; 2<sup>nd</sup> by Mr. Wilson; motion carried 3-0.

### 6. PAYMENTS AND REIMBURSEMENTS

Mr. Wilson made a motion to approve payment of bills: a. VFD Reimbursements – 11 October Packets for total of \$135,260.53; b. Current bills/quotes over \$2,000: Casco Industries \$1,320 (low bid on Nozzles); DFW Communications \$3,651.60 (low bid on Motorola batteries); Self and Sons \$2,267.08 – Arp B-3 repairs; Fire-Teck \$5,143.75 – Dixie VFD E-1 repairs; D.i.T. \$2,241.62 - Server Room equipment; Tyler Truck Center \$2,046.42 Red Springs Plow-9 repairs; Perkins Enterprise \$2,627.60 – District Air Analysis; 2<sup>nd</sup> by Mr. Perryman; motion carried 3-0.

c. Contract payments made: Mobile Communications \$3,010.50 - District Paging Services; Gollob Morgan Peddy \$2,215 – Accounting Services; Linebarger, Goggan, Blair & Sampson \$2,472.65 – Delinquent Tax Collection Fees; Nextiva \$3,277.79 – District Phone & Fax fees 1 ½ months; VFIS \$24,984 – Accident & Sickness Policy; No action necessary.

### 7. WINONA VFD REPORT

President Melton introduced the new fire chief of Winona VFD, Thomas Graham and their board president, Bruce Burnham. Chief Graham stated that he has 18 years in the fire service as a volunteer; their main goal is to start a new chapter and rebuild the department; they have started recalling old members and have added new ones; this will be a long road and he may be calling the other departments for help. Mr. Burnham stated that they are looking forward to working closer with all of the other departments and appreciate the help they have had from Red Springs, Jackson Heights and Chapel Hill. No action necessary.

## **8. SMITH COUNTY VFFA CITY OF VAN CHECK**

Chief Rozell stated that City of Van sent SCESD2 a check for \$3,840 for the use of the Command Trailer; this money will be reimbursed to them by FEMA. The trailer was there for eight days after the tornado in May. The trailer belongs to the Smith County Volunteer Fire Fighters' Association, but since we have been providing the insurance and paying for maintenance and repairs the association has given the money to the ESD to use on the trailer. No action necessary.

## **9. ARP VFD STATION LIGHTING**

Arp VFD obtained four bids on having their station lighting changed over to LED lights: Efficient Energy Lighting \$6,248.60; Kee Electric \$6,500; Best Electric \$8,950 and Baldwin Electric \$13,884. Chief Rozell stated that they did include this in their budget. Mr. Perryman made a motion to accept the quote from Efficient Energy Lighting for \$6,248.60 to change the Arp VFD station lighting to LED; 2<sup>nd</sup> by Mr. Wilson, motion carried 3-0.

## **10. DIXIE ENGINE 1 REPAIRS**

Chief Rozell explained that Dixie Engine #1 has oil leaks and has been checked out by Rush Truck Center; they gave two estimates for the work: \$3,811.15 for what has to be done, this would keep the engine in service and buy more time before the major work would have to be done; \$8,552.34 for the in-depth repair work with a new head gasket and new front structure gasket. Mr. Wilson made the motion to go with the \$3,811.15 quote for the repairs to Dixie E-1; 2<sup>nd</sup> by Mr. Perryman; motion carried 3-0.

## **11. CHAPEL HILL NEW ENGINE EQUIPMENT**

Chief Rozell stated that this \$17,930 in equipment was approved by the board and ordered last year for the new Chapel Hill engine; but we were never invoiced for it and it was not paid for out of last year's budget. The equipment is in Houston at Metro Fire waiting to be installed on the new engine; we are going to have to pay for this out of the contingency fund in this year's budget. Mr. Wilson made a motion to pay this \$17,930 out of the contingency fund; 2<sup>nd</sup> by Mr. Perryman; motion carried 3-0.

## **12. JACKSON HEIGHTS B-4 (WRECKED TRUCK)**

The old Jackson Heights VFD Brush #4 has been stripped of the equipment we could use on the new brush truck and now we need to dispose of the wrecked chassis. Mr. Wilson made a motion for Chief Rozell to get bids on selling or salvaging the wrecked truck; 2<sup>nd</sup> by Mr. Perryman; motion carried 3-0.

## **13. NOONDAY VFD 2008 FORD F-550 (R-1)**

Chief Rozell stated that this is the rescue vehicle that we put a new motor in for the prior Noonday VFD administration; he was at the station and noticed that this truck was just parked behind the Noonday VFD station; not in use. The Noonday VFD board has approved for SCESD2 to take the truck and use it elsewhere or sell it. Mr. Wilson made a motion to get bids on selling the truck; 2<sup>nd</sup> by Mr. Perryman; motion carried 3-0.

## **14. SCESD2 FIREARMS POLICY**

President Melton stated that we need to look into whether we need a firearms policy because of the new open carry law. He wants to see what the fire chiefs have to say; look at the situations; fire fighters do not need to go into a fire with a weapon in their bunker gear. Mr. Wilson stated that we need to look at this for at the station; on the trucks and at fire scenes. Mr. Wilson made a motion to table the Firearms Policy; to get more information from our lawyer and the fire chiefs; 2<sup>nd</sup> by Mr. Perryman; motion carried 3-0.

## **15. IQM2 SOFTWARE AND TABLETS**

President Melton stated that last month we had discussed getting iPads and the hardware to go paperless for the board meeting books. Director of IT Larry Locke gave a short presentation on the cost of the software and what it would be capable of; the cost would be \$7,200 to \$9,600 annually. President Melton stated that we needed to wait until the server room is up and going and look at this again; Mr. Perryman made a motion to table this item; 2<sup>nd</sup> by Mr. Wilson; motion carried 3-0.

## **16. AMERICAN HEART ASSOCIATION TRAINING SITE AGREEMENT**

This would be an agreement between Trinity Mother Frances Health System and Smith County Emergency Services District #2 for us to become an American Heart Association Training Site. This would allow us to hire instructors to come in put on a training class; it would not be free for the students; they would pay a fee that would cover all of the expenses to put on the class; we might even make some money. This is a building block on what the Long-Range Planning Committee has planned for training. Other entities in our communities such as day care centers could come to this class; other counties also. Mr. Perryman made a motion to enter into this agreement with Trinity Mother Frances; 2<sup>nd</sup> by Mr. Wilson; motion carried 3-0.

## **17. LONG RANGE PLANNING COMMITTEE AND SUB-COMMITTEES**

Ken Dickey reported for the IT subcommittee; they now have reps from every department; working on setting policies and procedures for the server and equipment access and will be taking them to the chiefs' meeting; then they will bring them to the board for approval.

Flint-Gresham Assistant Fire Chief Keith Tate stated that any of the departments that have TCFP certified personnel; you have until 12/01 to get your *Courage to be Safe* information added.

## **18. DIRECTOR OF IT REPORT**

The server is up and running; we have fiber in the building; bringing the sites online one by one; we have started getting users on boarded; we are looking at starting the migration of Quickbooks and Firehouse. We are moving right along.

## **19. CHIEF OF OPERATIONS REPORT**

Chief Terry Rozell stated that the open house that we were planning for December 5<sup>th</sup> has been postponed, Chapel Hill's new fire truck will not be ready in time; looking at having it in April and giving us more time to plan it and better, warmer weather. Noonday's new truck is outside for anyone that wants to look at it. Chapel Hill's new truck is in Houston being finished. He also stated that he is putting a hold on spending any money on IT right now unless it is absolutely necessary; we need to let things balance out and get the server room up and going. Any department that selected to do a Texas Mutual workers' comp audit needs to get it done. They are due by December 1<sup>st</sup>, please let Denna know when you audit is finished; if they are not done, Texas Mutual will cancel your insurance.

## **20. PRESIDING OFFICER REMARKS**

President Melton did not have anything to add to the meeting.

## **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 December 28, 2015 at 7:00 p.m.; he declared the meeting adjourned at 7:59 p.m.

Respectfully submitted by: \_\_\_\_\_  
Paul Perryman, Secretary/Treasurer