

Robertson County Emergency Services District
Board of Commissioners
Monthly Meeting
September 12, 2023 @ 6:30 p.m.
RCESD/EMS Office
287 Cooks Lane, Franklin, TX 77856

1. Call Meeting to Order
2. Public Comments
3. Consideration, discussion, and any approval of July 2023 **Minutes** (Action Item)
4. Consideration, discussion, and any approval of July 2023 Financial Report (Action Item)
 - Emergicon Collections and Write-Off Reports
 - CitiBank Credit Card Statements
5. Consideration, discussion, and any approval of Robertson County Emergency Services District Transferring Funds or Closing Robertson County EMS, Inc Bank Account (Action Item)
6. Consideration, discussion and any approval of Robertson County Emergency Services District Opening a Bank Account for Sales Tax Revenue (Action Item)
7. Consideration, discussion, and any approval of **Reserve Funding Request** of Volunteer Fire Departments to include funding adjustment (Action Item)
8. Consideration, discussion, and any approval of **FY2022-23 Budget Adjustments** (Action Item)
 - Blackjack VFD
 - Bremond VFD
 - Calvert VFD
 - Easterly VFD
 - Franklin VFD
 - Wheelock VF
9. Consideration, discussion, and any approval of **Requests for Preapproval** of Expenditures of Volunteer Fire Departments (Action Item)
 - Blackjack VFD request ratification/waiver of preapproval for purchase of cooler totaling \$202.19
 - Franklin VFD request preapproval of pressure washer and cooling fan totaling \$2588.44
 - Robertson County EMS preapproval to register for Texas EMS Conference and to book lodging
 - Robertson County EMS preapproval for letter of intent to purchase ambulance in 2024
10. Consideration, discussion and any **Approval of Appropriate Expenditures for Volunteer Fire Departments**, payment of approved expenditures for FY 2022-23 expenditures (Action Item)
11. Consideration, discussion and any **Approval for Payment of Robertson County Emergency Services District Monthly Expenses** including payroll and RCEMS and Tower Expenses and Funds Transfer (Action Item)
12. Consideration, discussion and any Approval Regarding Engagement of Audit for Robertson County EMS, Inc. for Final Audit for Short Year October 1, 2022 to December 31, 2022 with Ingram, Wallis & Co and authorize signatures (Action Item)
13. Consideration and discussion to schedule FY 2023-2024 Budget and Contracts
 - Review of Volunteer Fire Department proposed budgets for FY 2023-2024
 - Review and discussion of Volunteer Fire Department FY 2023-2024 contract
 - Review and discussion of Robertson County Emergency Services District Administrative, Robertson County Emergency Medical Services Budget and Tower Budgets FY 2023-2024
14. Consideration, discussion and any Approval of Robertson County Emergency Services District engagement with Jaylen Boles as Human Resources Consultant and authorize signatures (Action Item)
15. Consideration, Discussion and any Approval of Robertson County Emergency Services District Subcommittee Recommendation for 2023 Employee Benefits package and items required for transition (Action Item)
 - Handbook
 - Retirement Benefits: Health and Dental Insurance page 61 item 9
 - Other Operational and Personnel Related Items

- Renewal of TAC Health, Dental and Vision Benefits FY2023-2024 Rates

16. Consideration, discussion and any approval of Volunteer Fire Departmental Budgets and Robertson County Emergency Medical Service Budget for FY 2022-2023 (Action Item)
 - Blackjack
 - Bremond
 - Calvert
 - Easterly
 - Franklin
 - Hearne
 - Seale Round Prairie
 - Wheelock
17. Consideration, discussion and any approval of the Robertson County Emergency Services District Administrative Budget Request and Tower Budget for FY 2022-2023 (Action Items)
 - Administrative Budget
 - Robertson County EMS Budget
 - Tower Budget
18. Consideration, Discussion and any Action to approve A RESOLUTION REGARDING A PROMISSORY NOTE AND SECURITY AGREEMENT FROM ROBERTSON COUNTY EMERGENCY SERVICES DISTRICT to borrow funds for the assistance in acquisition or financing of equipment by volunteer fire departments the emergency medical services including review of requests for bids/proposals, review and selection of bids/proposals and an alternate, authorizing execution of Promissory Note and Security Agreement by President authorizing execution of Security Agreement and Warranties of Borrower by President, authorizing execution of Incumbency Certificate by Secretary (Action Item)
19. Consideration, discussion and any approval to adopt the tax rate of \$0.07290/\$100 for tax year 2023 including I&S \$0.00638 for the Robertson County Emergency Services District (Action Item)
20. Consideration, discussion, and any approval of Fiscal Year 2023-2024 contracts and contract terms in contracts between Robertson County Emergency Services District and Volunteer Fire Departments and contract and contract terms in contracts between Robertson County Emergency Services District (Action Item)
21. Consideration, discussion and any Approval of Robertson County Emergency Services District Registering with Texas Division of Emergency Management (TDEM) for Applying for Grants (Action Item)
22. Consideration, discussion and any Approval of Robertson County Emergency Services District Adopting Electronic Records Management Policy (Action Item)
23. Consideration, Discussion and any Approval of Robertson County tower and communications updates (Action Item)
 - Adopt a Resolution for BVWAC in conjunction with all Robertson County and Robertson County Equipment
24. Consideration, Discussion and Any Approval of Updating the Interlocal Agreement Between Robertson County ESD dba Robertson County EMS and Robertson County for Granted Medical Equipment (Action Item)
25. Reports from Volunteer Fire Departments, including any financial, performance, training, equipment, operations, compliance, and personnel reports
 - Board requiring contract compliance on submissions and denying all late and incomplete submissions
 - Board had implemented an allowance for gear and radios
 - Bunker \$2500 – Boots \$385 – Helmet \$375
 - Radios \$1250
 - Wildland or Combo Gear \$800
26. Reports from Robertson County EMS including any financial, performance, training, equipment, operations, compliance and personnel reports
27. EXECUTIVE SESSION
 - Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney
 - Announcement of time and date closed meeting (executive session) for this matter ends and reconvene in open session.

- The Robertson County EMERGENCY SERVICES DISTRICT reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donations), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations)

28. RECONVENE INTO REGULAR SESSION

- The Robertson County EMERGENCY SERVICES DISTRICT will reconvene in a public meeting to discuss and take action on related matters.

29. Adjourn

The Robertson County Emergency Services District Board reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donation), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations).

Next Monthly Board Meeting, Emergency Services District September 12, 2023