

Robertson County Emergency Services District
Board of Commissioners
Monthly Meeting
Tuesday, May 9, 2023 @ 6:30 p.m.
RCEMS Station 1/RCESD CONFERENCE SERVICES DISTRICT Office
285 Cooks Lane, Franklin, TX 77856

1. Call Meeting to Order

President, Robert Yezak, called the meeting to order at approximately 6:30 pm and noted a quorum was present with legal counsel. The Board of Commissioners met at the RCEMS Station 1/RCESD Conference Room, 285 Cooks Lane, Franklin, Texas.

The following were present:

RCESD COMMISSIONERS:

Robert Yezak, President
Jerry Henry, Asst. Treasurer
Toni Mathews, Treasurer

Kayla Sanders, Commissioner
Carla Barker, Vice President

James McCullough, Legal Counsel
Hope Zeig, Executive Director

VISTORS:

Steven Von Gonten, RCEMS
Amy Munoz, RCESD/EMS
William Houston, RCEMS
Cole French, RCEMS
Joe Hays, EVFD
Adam Gallagher, RCEMS
Rene Ferrell, FVFD
Jackson Evans, RCEMS
Alicia Supak, RCEMS

Renda Jackson, CVFD
DeeDee Ferrell, FVFD
Chris Wills, BVFD
Jerry Hadley, BVFD
Celene Lincecum, SVFD
Franklin Little, WVFD
Austin Myers, EVFD
Theresa Fowler, BJVFD
Jacob Morse, EVFD

2. Public Comments

None

Commissioner commended Bo Deal, Robertson County EMS Employee, for saving life of Bremond Officer.

3. Consideration, discussion, and any approval of April 2023 Minutes (Action Item)

Commissioner Barker makes a motion to approve April 2023 Minutes Commissioner Sanders seconded the motion, the motion carries.

4. Consideration, discussion, and any approval of April 2023 Financial Report (Action Item)

Commissioner Barkers makes a motion to approve April 2023 financial reports. Commission Henry seconded the motion, the motion carries.

- **Emergicon Reports**

Emergicon collection report for RCEMS Inc for April was \$8,600.62 and write-offs total \$64,959.92. RCEMS Inc collections for May are \$4,828.17 and write-off report was not available before meeting. First month of Emergicon collections for Robertson County ESD for May are \$51,534.43.

Commissioner Barker makes a motion to approve the April Emergicon reports. Commissioner Mathews seconded the motion, the motion carries.

- **CitiBank Credit Card Statements**

Commissioner Sanders makes a motion to approve the CitiBank credit card statements. Commissioner Mathews seconded the motion, the motion carries.

- **Please add Jerry Henry to the Robertson County ESD dba Robertson County EMS Signature Card**
Commissioner Mathews makes a motion to add Jerry Henry to the RCESD dba RCEMS bank signature card along with Robert Yezak, Carla Barker and Toni Mathews. Commissioner Sanders seconded the motion, the motion carries.

5. Consideration, discussion, and any approval of Reserve Funding Request of Volunteer Fire Departments to include funding adjustment (Action Item)

None

6. Consideration, discussion, and any approval of FY2022-23 Budget Adjustments (Action Item)

- **Blackjack VFD totaling \$807.50**
\$807.50 from Emergency Services Equipment to Radios

Commissioner Mathews makes a motion to approve Blackjack VFD adjustment totaling \$807.50. Commissioner Henry seconded the motion, the motion carries.

- **Wheelock VFD totaling \$782.86**
730.86 from Emergency Services Equipment-Radios to Emergency Services Equipment-Other
52.00 from Vehicle Maintenance to Dues/Memberships

Commissioner Sanders makes a motion to approve Wheelock VFD adjustment totaling \$782.86. Commissioner Mathews seconded the motion, the motion carries.

7. Consideration, discussion, and any approval of Requests for Preapproval of Expenditures of Volunteer Fire Departments (Action Item)

- **Seale VFD preapproval of radios, bunker gear and boots totaling \$8,008**
Seale VFD preapprovals are in budget and requesting 4 pagers totaling \$1,556, 2 sets of bunker gear totaling \$5,522 and boots totaling \$930.

Commissioner Barker makes a motion to approve Seale VFD to purchase radios, bunker gear, jackets, pants, and boots totaling \$8,008. Commissioner Henry seconded the motion, the motion carries.

- **EMS preapproval of uniform totaling approximately \$2,000**
EMS personnel request new uniform shirts which cost approximately \$2000.

Commissioner Henry makes a motion to approve EMS to purchase uniforms totaling an estimated \$2,000. Commissioner Mathews seconded the motion, the motion carries.

8. Consideration, discussion and any Approval of Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2022-23 expenditures (Action Item)

Wheelock VFD submitted for reimbursement but was not processed due to noncompliance and will be resubmitted for June meeting.

Commissioner Barker makes a motion to approve Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2022-23 expenditures. Commissioner Sanders seconded the motion, the motion carries.

9. 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)

Commissioner Henry makes a motion to approve Payment of Robertson County Emergency Services District monthly expenses including payroll, RCEMS, and tower expenses, and approval of \$300,000 funds transfer from Money Market account to Super Now account. Commissioner Mathews seconded the motion, the motion carries.

10. Consideration, discussion and any approval of action needed to be taken by Touchstone District Services on behalf of Robertson County Emergency Services District (Action Item)

Passed.

11. Consideration, discussion and any approval of action needed to be taken by Carlton Law Firm PLLC on behalf of Robertson County Emergency Services District (Action Item)

Passed.

12. Canvass Election Results of the May 6, 2023 ESD election (Action Item)

Preliminary numbers were in packet.

Moved to special meeting agenda on May 16th at 12:00 pm.

13. 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)

- **Procedure for Standby events**
- **Handbook**
 - **Drug Policy page 29 item 9**

Commissioner Sanders makes a motion to strike the wording of non-prescription and zero tolerance from the Drug policy page 29 item 5. Commissioner Mathews seconded the motion, the motions carries.
 - **Retirement Benefits: Health and Dental Insurance page 61 item 9**

Subcommittee will research and bring recommendation to the board
- **Other Operational and Personnel Related Items**
 - **EMS services for employees**

Will continue as always; when an employee receives service, the invoice will be billed to insurance and outstanding balance will be the responsibility of the employee.
 - **Blood Draws for Other County Entities**

Will continue as always, Robertson County EMS will assist other county agencies with blood draws when appropriate paperwork and supplies are present.

14. Consideration, discussion and any approval of Robertson County Emergency Services District contracting Streamline to bring Robertson County Emergency Services District Website to Compliance (Action Item)

RCESD website failed compliance with 93%. ADA requires contrast and font adjustments and to be able to read aloud. Streamline will migrate from old website to a new website for \$250 and maintain/educate for \$355 per month or \$4260 per year. No contract.

Commissioner Henry makes a motion to approve Robertson County Emergency Services District to contract Streamline to bring RCESD website to compliance on a monthly plan. Commissioner Barker seconded the motion, the motion carries.

15. Consideration, Discussion and any approval of Robertson County Emergency Services District engaging Public Consulting Group to initiate application for Texas Ambulance Supplemental Payment Program (Action Item)

Commissioner Sanders makes a motion to approve RCESD to engage with Public Consulting Group to initiate application for Texas Ambulance Supplemental Payment Program and authorize President Robert Yezak or Hope Zeig to sign documents. Commissioner Mathews seconded the motion, the motions carries.

16. Consideration and discussion of Robertson County dispatch and console updates (Action Item)

Climber scheduled for May 10-12 to inspect tower for ice damage. Transmitter is being shipped on May 28. Sherriff office console training has been completed. We have transferred back to our channel.

17. Schedule Robertson County Emergency Services District Fiscal Year 2022 Site Visits (Action Item)

- **Blackjack - May 15 2023 at 6 pm**
With Henry and Sanders
- **Wheelock – May 22 2023 at 6 pm**
Commissioner Sanders will be filling in for Commissioner Henry at the Wheelock site visit.
- **Hearne – June 5 2023 at 6 pm**
With Henry and Barker

18. Consideration, Discussion and any approval of Bremond Volunteer Fire Department transferring 2009 Tahoe (Command 40) to Robertson County EMS (Action Item)

Commissioner Henry makes a motion to approve Bremond VFD to transfer 2009 Tahoe to RCEMS. Commissioner Mathews seconded the motion, the motion carries.

19. Reports from Volunteer Fire Departments, including any financial, performance, training, equipment, operations, compliance, and personnel reports.

Blackjack VFD has fish cry upcoming on 5/13.
Bremond treasurer left department.
Calvert slab completed for generator.
Easterly has 2 AEDs for stations.
No reports from others.

20. Reports from Robertson County EMS including any financial, performance, training, equipment, operations, compliance and personnel reports

New monthly report was made available to Commissioners.

21. EXECUTIVE SESSION

- **Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney**
Commissioner Yezak announces the Board is moving to Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney on May 9, 2023, at 7:21 pm.
- **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)**

22. RECONVENE INTO REGULAR SESSION

- **The Robertson County EMERGENCY SERVICES DISTRICT will reconvene in a public meeting to discuss and take action on related matters.**
Commissioner Yezak announces the Board will reconvene in a public meeting to discuss and take action on related matters on May 9, 2023, at 7:57 pm.

23. Annual Evaluation of Executive Director (Action Item)

Board acknowledges the Executive Director is doing a good job.

24. Adjourn

Commissioner Sanders makes a motion to adjourn at 8:00 pm. No opposition, meeting was adjourned.

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).

