WOOD COUNTY EMERGENCY SERVICE DISTRICT #1
NOTICE OF MEETING OF DIRECTORS TO BE HELD:
MONDAY NOVEMBER 18, 2024, AT 9:00 AM
LOCATION:
HOLLY LAKE VOLUNTEER FIRE DEPARTMENT
126 PR 7869
HOLLY LAKE RANCH, TEXAS 75765

Meeting Minutes - FINAL

Call the Meeting to Order

President Kristina Horn called the meeting to order at 9:07 AM. Other Commissioners in attendance were Keith Mullinax, Robin Edwards, and Cynthia Treece. Commissioner Chuck Bahr had a planned absence.

Certification by the President or Vice-President that the provisions of the Open Meetings Act, Section 551.001 Et. Seq. of the Texas Government Code have been complied with in connection with the public notice of this meeting and that a quorum is present.

President Horn confirmed that all the provisions of the Open Meetings Act were met, and that a quorum was present.

Invocation
Commissioner Edwards gave the invocation.

Pledge of Allegiance
All in attendance participated.

Recognition of guests
No guests were present from the public.
Donnie Reynolds and Michael O'Connor from Christus attended as did HLVFD Chief Joe Taylor and Captain Cheryl Thomas.

Receive public comment.
None

Review and consider approval of prior minutes.

The Commissioners reviewed the October 2024 meeting minutes, and Commissioner Treece noted one error--"Athen" should be "Athens." Commissioner Edwards moved to accept the minutes as corrected, and Commissioner Mullinax seconded the motion. It was approved.

Present, review, and consider approval of Treasurer's Report

Commissioner Mullinax presented the report. The beginning account balance as of 10/1/2024 was $169,400.92. Disbursements of $16,726.87 were made, interest of $55.14 was received, and $846.19 was deposited, with a final ending balance of $153,575.38 on 10/31/2024. No accounts were due. An outstanding deposit from the Tax Assessor Collector of $9,724.99 made the final balance on 11/18/24 $163,300.37. Commissioner Treece moved to accept the report, and Commissioner Edwards seconded the motion. It was approved.

Present, review, and consider approval for Payment of Accounts due.

No accounts were due.

ESD #1 Board to receive for review and consider approval for payment of sworn billing and any submitted requests of contractual amounts by Holly Lake Volunteer Fire Department (HLVFD)

The Commissioners reviewed a request by the HLVFD for $11,299.44. This request was originally presented at the October 2024 meeting. Commissioner Mullinax moved to approve payment, and Commissioner Treece seconded the motion. The motion was approved.

A new request from HLVFD was presented for $6,866.62 for October 21 – November 18, 2024. This request will be reviewed at the December 2024 meeting.

Activity Report including any training time from HLVFD and Christus EMS.

HLVFD:
Structure fire – 0
Grass fire - 6
Medical calls – 57
Landing zone - 1
Motor vehicle collisions - 2
Public assists - 1
Total – 67
Sept. training hours – 21.5

Chief Taylor noted that 67 calls in one month is the highest number of calls in a month in five years. He reported that two new volunteer firefighters have been recruited, with one more to hopefully come on board in December 2024.

Christus:
43 calls (many "lifts" of patients and no life threats) with 20 transports. Average response time was 15.0 minutes.

The Christus representatives reported that some counties in Texas are lobbying the legislature to provide more funding for EMS services. East Texas EMTs are driving to work in Dallas where starting salaries can be $100,000 annually. Sixteen new EMTs will be trained by this summer to serve the east Texas area, and 10 new medics have been hired recently to better serve east Texas.

Old Business:

1. Report by Board President or Vice-President on delivery to the office of the Wood County Tax Assessor-Collector of the executed Ordinance Levying a 2024 Ad Valorem Tax Rate of $0.0463 per $100 valuation for Wood County ESD #1.

   President Horn reported that the Ordinance has been delivered, stamped and file marked.

2. Any other old business still pending.

   There was no other old business.

New Business:

1. Report by Treasurer of Wood County ESD #1 annual report to the Texas Division of Emergency Management due January 1, 2025.

Commissioner Mullinax reported that the Wood County ESD #1 annual report is on his "to do" list, and he is also working on the Comptroller's Report due January 1, 2025 and publication of ESD #1's address, which is due in December.

2. Discuss and consider banking, accounting and public fund investment policies for Wood County ESD #1.

President Horn stated Wood County ESD #1 does not have specific policies about banking, account and fund investment, and that she will check with Wood County officials for their best recommendations before the December meeting. ESD #1 may need to establish an "overflow" account to comply with the FDIC insurance limit of $250,000 and may also need to consider purchasing certificates of deposit.

3. Discuss and consider purchase of computer equipment and/or software for Wood County ESD #1.

Commissioner Mullinax stated that perhaps the new treasurer should decide on whether the equipment is Mac or Windows-based. He recommends laptops for each commissioner. Chief Taylor suggested considering Google Chromebooks. It was noted that Office 365 is an expensive subscription. Commissioner Treece stated that she will talk with her husband, a former Cisco software engineer, about what kind of hardware he recommends.

4. Update by HLVFD Chief Joe Taylor regarding current drought conditions and the status of any burn bans in the local area and nearby counties.

The chief reported that the burn ban has been lifted with three violations and no citations.

5. Discuss any planned public events involving Wood County ESD #1, HLVFD or Christus EMS.

Chief Taylor reported that HLVFD will be present to escort Santa Claus to Holly Lake Ranch on both November 29 and 30. There will also be a HLVFD waffle breakfast on December 7, with Christmas in the Pines following. Chief Taylor has invited the oldest World War II veteran in east Texas to attend the waffle breakfast as his guest, as December 7 is Pearl Harbor Day.

Christus representatives reported that there are no upcoming public events for them, but they are "on call" almost every Friday night for local youth football games.

6. Any other new business.

There was no other new business.

Close Meeting

The meeting was adjourned at 10:08 a.m. with Commissioner Edwards moving to adjourn and Commissioner Mullinax seconding the motion, which was approved.

By_____*Cynthia Treece*_____

Prepared by Cynthia Treece, Secretary, December 14, 2024