SAFE-D
Texas State Association of Fire and Emergency Districts

SAFE-D 17TH ANNUAL CONFERENCE
February 22-24, 2018
Moody Gardens | Galveston

Education Sponsor: V.G. Young Institute of County Government
Texas A&M AgriLife Extension Service

Approved for up to 13 hours of training
Welcome to SAFE-D’s 17th Annual Conference!

The SAFE-D Board of Directors, Education Committee members and staff have worked hard to make this year’s event a conference that meets your needs as an ESD official. If you have any questions, concerns or comments, please visit the SAFE-D Registration Counter. When you return home, please visit www.safe-d.org/18conference to take a brief survey about your experience at the conference.

Exhibitor Bingo

Visit SAFE-D exhibitors for a chance to win up to $800 cash. Pick up a game card from the SAFE-D registration counter to play. To be eligible for the drawing, you must visit at least 50 exhibitor booths in the Exhibit Hall. At each booth, you need to collect a label with the exhibitor’s name. Affix the label with the matching name in the space provided on the game card.

Turn in your filled-out game card to the Registration Counter by 10:45 am Saturday, February 24. The drawing will be held in the Exhibit Hall during the 10:45 am break that day.

Collect labels from at least 50 exhibitors to qualify for the drawing for $400 in cash. If your game card is drawn and you completed the game card by visiting all of the exhibitors, you will win a total of $800. You must be present to win!

Meet-and-Greet

Join your fellow attendees in the Exhibit Hall from 6 pm to 8 pm Thursday, February 22 for drinks and hors d’oeuvres.

SAFE-D Welcomes Chief Nim Kidd, TDEM

SAFE-D is pleased to welcome Chief Nim Kidd, head of the Texas Division of Emergency Management (TDEM). He will join a panel of presenters at 2:45 pm Friday in Expo A. TDEM is charged with carrying out a comprehensive, all-hazard emergency management program for the State and for assisting cities, counties and state agencies in planning and implementing their emergency management programs. A comprehensive emergency management program includes pre- and post-disaster mitigation of known hazards to reduce their impact; preparedness activities, such as emergency planning, training and exercises; provisions for effective response to emergency situations; and recovery programs for major disasters.

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(512) 614-0901
john@carltonlawaustin.com
kelli@carltonlawaustin.com
jessica@carltonlawaustin.com
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For more information, please contact:

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Vice President, Government Banking
Marcus.Pate@wellsfargo.com
512-344-8135

**Michelle Valencia**
Vice President, Government Banking
Michelle.S.Valencia@wellsfargo.com
281-652-4302

Together we'll go far
Welcome to Galveston!

We’re glad you’ve joined the many people who have made the trek to SAFE-D’s 17th Annual Conference. With another record-shattering attendance, you have to wonder who isn’t coming to Galveston.

We think the big draw for the SAFE-D Conference is the education you receive—education that can allow your ESD to work smarter and more efficiently so that the people you serve are safer. Our SAFE-D Education Committee has developed a program designed to that end.

Please feel free to contact any SAFE-D Board member or staff with suggestions about topics for future conferences, workshops or webcasts. SAFE-D wants to keep setting attendance records, but the record we really want to set is the record number of new ideas you get from SAFE-D training.

Enjoy your conference!
Scott Morgan, Harris County ESD No. 29
President, SAFE-D Board of Directors

THANKS, Y’ALL.
Frost is proud to support the Texas State Association of Fire and Emergency Districts. And we’d be proud to help you along your financial journey, too.

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Ross J. Radcliffe  Regina D. Adams
Jonathan D. Polley  Robin S. Bobbitt

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Acadian Ambulance Service of Texas........310
Affordable Drill Towers......................Parking Lot
AG|CM Inc. Construction Management......302
Alpha Testing, Inc.........................708
American Medical Response................I
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Celebrate Excellence......................804
Community Leasing Partners..............409
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Dooley Tackaberry, Inc....................703 & 704
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# SAFE-D 17th Annual Conference Schedule

## THURSDAY, FEBRUARY 22

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 pm</td>
<td>Registration Opens/Exhibitor Move-In</td>
</tr>
<tr>
<td>2-5 pm</td>
<td>ESD 101</td>
</tr>
<tr>
<td></td>
<td>Expo A1 &amp; A2 • 3 hours</td>
</tr>
<tr>
<td>6-8 pm</td>
<td>Meet &amp; Greet Reception in the Exhibit Hall • Expo B &amp; C • Ticket Required</td>
</tr>
</tbody>
</table>

## FRIDAY, FEBRUARY 23

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30 am</td>
<td>Breakfast • Expo B &amp; C/Exhibit Hall</td>
</tr>
<tr>
<td>8:30-9:30 am</td>
<td>Morning General Session: Legislative Review/Outlook</td>
</tr>
<tr>
<td></td>
<td>John Carlton, The Carlton Law Firm • Expo A1, A2, A3 • 1 hour</td>
</tr>
</tbody>
</table>

### TRACK: BASICS

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:45-10:45 am</td>
<td>Nuts and Bolts of ESD Operations</td>
</tr>
<tr>
<td></td>
<td>Kelli Carlton, The Carlton Law Firm • Expo A4 • 1 hour</td>
</tr>
<tr>
<td></td>
<td>Financing for ESDs</td>
</tr>
<tr>
<td></td>
<td>Randy Moshier, Ryan Bennett &amp; Scott Anderson, Frost Bank</td>
</tr>
<tr>
<td></td>
<td>Floral A • 1 hour</td>
</tr>
<tr>
<td>10:45 am</td>
<td>Refreshment Break in Exhibit Hall • Expo B &amp; C</td>
</tr>
</tbody>
</table>

### TRACK: FINANCIALS

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>11:15 am-12:15 pm</td>
<td>Investing ESD Funds: The Public Funds Investment Act</td>
</tr>
<tr>
<td></td>
<td>Linda Patterson, Patterson &amp; Associates • Floral A • 1 hour</td>
</tr>
<tr>
<td></td>
<td>The ESD PIO: Who is Telling Your Story?</td>
</tr>
<tr>
<td></td>
<td>Lt. Simon VanDyck, Harris County ESD 48 • Floral B • 1 hour</td>
</tr>
<tr>
<td>12:15 pm</td>
<td>Conference Lunch • Expo A1, A2, A3 • Ticket Required</td>
</tr>
</tbody>
</table>

### TRACK: ADMIN/GOVT’

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>1:00 pm</td>
<td>The Taxation Process</td>
</tr>
<tr>
<td></td>
<td>Mark Ciavaglia, Linebarger, Goggan, Blair &amp; Sampson • Floral A • 1 hour</td>
</tr>
<tr>
<td></td>
<td>The Texas Open Meetings Act: An Overview</td>
</tr>
<tr>
<td></td>
<td>William Hill, Asst. Attorney General • Floral B • 1 hour</td>
</tr>
<tr>
<td>2:45 pm</td>
<td>Afternoon General Session: A Conversation About Emergency Management</td>
</tr>
<tr>
<td></td>
<td>Chief W. Nim Kidd, TDEM • Expo A1, A2, A3 • 1 hour</td>
</tr>
</tbody>
</table>

### TRACK: OPERATIONS

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>1:30-2:30 pm</td>
<td>Setting Policy &amp; Improving Your ESD ISO Rating</td>
</tr>
<tr>
<td></td>
<td>Chief JJ Wittig, Travis County ESD 3 • Ivy • 1 hour</td>
</tr>
<tr>
<td>4-5 pm</td>
<td>Board Dynamics/Working Together</td>
</tr>
<tr>
<td></td>
<td>Steve Ferguson, DSF Advisors • Vine • 1 hour</td>
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</tbody>
</table>

### TRACK: ADVANCED

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>10:45 am</td>
<td>Dispatching: What ESDs Should Know</td>
</tr>
<tr>
<td></td>
<td>Margo Ihde, Galveston County Ivy • 1 hour</td>
</tr>
<tr>
<td>11:15 am-12:15 pm</td>
<td>Case Study: Who Owns What</td>
</tr>
<tr>
<td></td>
<td>Ira Coveler, Coveler &amp; Peeler • Floral B • 1 hour</td>
</tr>
<tr>
<td>12:15 pm</td>
<td>Cancer Among U.S. Firefighters</td>
</tr>
<tr>
<td></td>
<td>David Parker, Harris County ESD 29 • Ivy • 1 hour</td>
</tr>
<tr>
<td>2:45 pm</td>
<td>The Texas County and District Retirement System</td>
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<tr>
<td></td>
<td>Kristina Fox, TCDRS • Vine • 1 hour</td>
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### TRACK: LEGAL ISSUES

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>1:30-2:30 pm</td>
<td>TIFMAS Overview</td>
</tr>
<tr>
<td></td>
<td>Chief JJ Wittig, Travis County ESD 3 • Ivy • 1 hour</td>
</tr>
<tr>
<td>2:45 pm</td>
<td>The Texas County and District Retirement System</td>
</tr>
<tr>
<td></td>
<td>Kristina Fox, TCDRS • Vine • 1 hour</td>
</tr>
<tr>
<td>3:35 pm</td>
<td>The Texas Public Information Act: An Overview</td>
</tr>
<tr>
<td></td>
<td>Joseph Behnke, Asst. Attorney General • General Floral B • 1 hour</td>
</tr>
<tr>
<td>4-5 pm</td>
<td>Robert’s Rules of Order</td>
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<tr>
<td></td>
<td>Kirk Overbey, Professional Registered Parliamentarian</td>
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<tr>
<td></td>
<td>Expo A4 • 1 hour</td>
</tr>
<tr>
<td>3:35 pm</td>
<td>The Texas Public Information Act: Recognition Program</td>
</tr>
<tr>
<td></td>
<td>Chief Brent Parker, City of Wylie • Ivy • 1 hour</td>
</tr>
</tbody>
</table>

5 pm Recess: Evening on Your Own
## 2018 SAFE-D Annual Conference

### SATURDAY, FEBRUARY 24

**Breakfast • Expo B & C/Exhibit Hall**

<table>
<thead>
<tr>
<th>TRACK: BASICS</th>
<th>FINANCIALS</th>
<th>ADMIN/GOV’T</th>
<th>EMS</th>
<th>BASICS PLUS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>8:30-9:30 am</strong></td>
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<tr>
<td>Ethics 101 for ESD Commissioners</td>
<td>Sales Tax 101</td>
<td>Legal Issues</td>
<td>Case Study:</td>
<td>VFDs: A to Z</td>
</tr>
<tr>
<td>John Carlton, The Carlton Law Firm</td>
<td>Richard Fletcher,</td>
<td>Hurricane Harvey</td>
<td>Becoming the</td>
<td>Part 1</td>
</tr>
<tr>
<td>Expo A4</td>
<td>Sales Tax</td>
<td>Has Taught Us</td>
<td>Ambulance</td>
<td>Ken Campbell,</td>
</tr>
<tr>
<td>1 hour (EC)</td>
<td>Assurance</td>
<td>(So Far)</td>
<td>Provider</td>
<td>Burns, Anderson,</td>
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<td></td>
<td></td>
<td>Jury &amp; Brenner</td>
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<td></td>
<td>Travis County ESD 2</td>
<td></td>
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<td></td>
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<td></td>
<td>Expo A1</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>Floral B</td>
<td></td>
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</tr>
<tr>
<td>Moving Forward or Falling Back: Planning for Your ESD’s Future</td>
<td>Banking 101/Fraud Prevention and</td>
<td>Best Practices</td>
<td>Ambulance</td>
<td>VFDs: A to Z</td>
</tr>
<tr>
<td>Lane Wintermute, ESCi</td>
<td>Protection</td>
<td>for Maximizing Department and</td>
<td>Billing/Compliance</td>
<td>Part 2</td>
</tr>
<tr>
<td>Expo A4</td>
<td>Van Carter, Ryan Bennett &amp; Traci Arellano, Frost Bank</td>
<td>Community Buy-In</td>
<td>Mark Smith, Smith, Reed, Armstrong</td>
<td>Ken Campbell,</td>
</tr>
<tr>
<td>1 hour (SP)</td>
<td>Floral A</td>
<td>Chief JJ Wittig, Travis County ESD 3</td>
<td></td>
<td>Burns, Anderson,</td>
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<tr>
<td></td>
<td>1 hour</td>
<td>Floral B</td>
<td></td>
<td>Jury &amp; Brenner</td>
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<tr>
<td></td>
<td></td>
<td>1 hour</td>
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<td>Expo A2</td>
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</tbody>
</table>

### 10:45 am

**Refreshment Break in Exhibit Hall • Expo B & C**

### 11:15 am-12:15 pm

**Records Retention**
- Bonnie Zuber, Texas State Library & Archives Commission
- Expo A4
- 1 hour (RN)

**Apparatus Purchasing**
- Travis Ownby, Siddons Martin
- Floral B
- 1 hour

**HIPAA/Ethical Considerations**
- Colby Nichols, The Underwood Law Firm
- Expo A1
- 1 hour

**Legislative Task Force**
- (until 1:15 pm)
- Expo A2
- 2 hours

### 12:15 pm

**Conference Adjourns**

`Sessions marked with the following indicate that these sessions qualify for the Certified Emergency Services Commissioner program. Learn more about it on pages 22 and 23.**

**CESC Session Key:**
- **FR** - Financial Reporting
- **SP** - Strategic Planning
- **RN** - Records Retention/Management
- **EC** - Ethics Course
- **RL** - Robert’s Rules Course

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**Last Monday Webcasts**

Don’t miss out on our Last Monday webcasts! They typically occur on the last Monday of each month for one hour of training credit. Keep an eye on www.safe-d.org for more information on the next one.
THURSDAY, FEBRUARY 22
ESD 101
2 pm–5 pm, John Carlton, The Carlton Law Firm
The comprehensive, basic course that will provide an overview of
ESDs, what they are and how they work.

FRIDAY, FEBRUARY 23
Morning General Session: Legislative Review/Outlook
8:30 am–9:30 am, John Carlton, The Carlton Law Firm
SAFE-D’s Legislative Counsel provides a review of what
happened at the 85th Legislative Session, and gives a general
preview of what issues are expected to arise in the 2019 session.

Nuts and Bolts of ESD Operations
9:45 am–10:45 am, Kelli Carlton, The Carlton Law Firm
This session delves deeper into a few basic ESD operations
areas that are covered in SAFE-D’s ESD 101. The session is
good for those looking for a more complete understanding of
core ESD issues.

Financing 101 for ESDs
9:45 am–10:45 am, Randy Moshier, Ryan Bennett &
Scott Anderson, Frost Bank
This session will discuss how ESDs can secure financing for land
and fire stations. It will cover the basics of the apparatus/
equipment financing process.

CASE Study: Who Owns What?
9:45 am–10:45 am, Ira Coveler, Coveler & Peeler
One ESD’s experience with the legal drama of severing the
relationship with the independent fire department that formerly
provided service to the District. The session will review the
litigation that the ESD endured while untangling previously
established connections, protecting the taxpayers’ property and
starting anew as its own service provider.

Dispatching: What ESDs Should Know
9:45 am–10:45 am, Margot Ihde, Galveston County
When an individual in distress calls 9-1-1, there is an expectation
that help will arrive. This session will discuss the process that
takes place between the call and the emergency response, and
where ESDs can fit in.

Motivating Change: Overcoming the Power of the Status Quo
9:45 am–10:45 am, Chief David Bailey, Travis County ESD 4
What makes your organization move? Fear, anger, greed, power,
threats, promises? If you don’t know, status quo will win every
time. Join us for a case study of the factors that motivated a
merger between two neighboring fire departments.
Legal Issues: ESD Contracts
9:45 am–10:45 pm, Ken Campbell, Burns Anderson Jury & Brenner
A session focusing on the various types of contracts/agreements that ESDs tend to encounter and the legal issues contained therein. Topics will include: interlocal agreements, financing documents and service provider contracts.

ESD Bookkeeping and Financial Reports
11:15 am–12:15 pm, Charlie LaConti, Municipal Accounts & Consulting
This session is to inform Commissioners of the information that is relevant to what should be included in the monthly bookkeeping reports for their ESDs, as well as answer questions the commissioners may have on investing, pledged securities and other bookkeeping related items.

Investing ESD Funds: The Public Funds Investment Act
11:15 am–12:15 pm, Linda Patterson, Patterson & Associates
ESD Bookkeeping and Financial Reports
11:15 am–12:15 pm, Charlie LaConti, Municipal Accounts & Consulting
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The ESD Public Information Officer: Who is Telling Your Story?
11:15 am–12:15 pm, Lt. Simon VanDyck, Harris County ESD 48
The focus of this session is helping ESDs understand that, although handling media and crisis situations is a big part of this role, a good PIO is there to help them tell their story to the community they serve.

TIFMAS: An Overview
11:15 am–12:15 pm, Chief JJ Wittig, Travis County ESD 3
The session will focus on the Texas Intrastate Fire Mutual-Aid System: what it is, how to participate, how it helps ESDs and the impact it had during Hurricane Harvey.

Setting Policy and Improving Your ESD ISO Rating Using Data Analytics
11:15 am–12:15 pm, Sheldon Gilbert, Emergency Services Consulting International; Tom Weber, ISO
ESCI and ISO have entered into a partnership and that resulted in a benchmarking study to compare fire departments’ ISO scoring to those of comparable departments. The study is intended to allow departments to see where they are strong and where they may need to make improvements. Learn more about those efforts in this session.
Legal Issues: EMS Liabilities
11:15 am–12:15 pm, Mark Smith, Smith, Reed & Armstrong
As a first-line healthcare provider, EMS agencies are faced with not only the liabilities for providing healthcare, but also those of a transportation agency. Additionally, there are some unique risks EMS providers face in the field. This session will give participants a general understanding of risks for EMS providers and some practical advice on mitigating those risks.

ESD Audits*
1:30 pm–2:30 pm, Charity Taber, Taber & Burnett
What do you need to do to get ready for your audit, what should you expect during the audit process and what do the financial statements mean?

The Taxation Process
1:30 pm–2:30 pm, Mark Ciavaglia, Linebarger, Goggan, Blair & Sampson
This presentation is aimed at providing some basic understanding of how the Texas ad valorem property tax process works and what ESDs should be familiar with.

The Texas Open Meetings Act: An Overview
1:30 pm–2:30 pm, William Hill, Texas Attorney General’s Office
This is a real-world course of the online version available from the Attorney General. This training satisfies the requirement that Open Meetings Act training be taken within 90 days of assuming public office.

Cancer Among U.S. Firefighters
1:30 pm–2:30 pm, David Parker, Harris County ESD 29
The evidence is irrefutable. Because of occupational variables, firefighters are at a greater risk than the general public for contracting specific types of cancer. This presentation will focus on the science and causes behind this prevalent problem and provide the mitigative measures emergency services commissioners and their service providers can take to keep America’s bravest as healthy and safe as possible.

The Texas County and District Retirement System
1:30 pm–2:30 pm, Kristina Fox, TCDRS
Texas County and District Retirement System has been providing Texans with retirement, disability and survivor benefits for more than 50 years. Learn how the plan works, plan options available to you and how the plan is funded. If you are considering providing an exceptional retirement program to recruit and retain talented employees, this breakout is for you!

Afternoon General Session: A Conversation About Emergency Management (TDEM, ESDs, and What the Future Looks Like)
2:45 pm–3:35 pm, Featuring Chief W. Nim Kidd, Texas Division of Emergency Management
One outcome of the most recent Legislative Session required ESDs to file their Annual Reports with the Texas Division of Emergency Management beginning in 2019. The head of the division will be on hand to discuss the agency, where ESDs might fit in and key emerging issues in emergency management in Texas.

Robert’s Rules of Order*
4:00 pm–5:00 pm, Kirk Overbey, Professional Registered Parliamentarian
Can’t we all just get along? We can if we follow a few simple rules in this presentation that includes role-playing and lighthearted fun.

Grant Programs
4:00 pm–5:00 pm, Andrea Selmon and Matthew Palmer, FEMA
The presentation will cover different FEMA programs designed to provide assistance to emergency response organizations.

The Texas Public Information Act: An Overview
4:00 pm–5:00 pm, Joseph Behnke, Texas Attorney General’s Office
This is a real-world course of the online version available from the Attorney General. This training satisfies the requirement that Public Information Act training be taken within 90 days of assuming public office.

TFCA Best Practices Recognition Program
4:00 pm–5:00 pm, Chief Brent Parker, City of Wylie
The Texas Fire Chiefs Association developed a best practices program to encourage fire departments in Texas to seek continual improvement in their services to their local community. There are twelve chapters that define best practices in the typical service areas provided by a fire department. The program is applicable to paid, combination and volunteer fire organizations.

Board Dynamics/Working Together
4:00 pm–5:00 pm, Steve Ferguson, DSF Advisors
Group dynamics underpins an ESD board’s ability to do all the
aspects of its job. Whether it’s overseeing or monitoring the fire/EMS department, developing district strategy and budgets, or interacting with community residents, individual commissioners must gel into a working group to be effective. This session addresses practices commissioners can take to be an effective team. It also deals with how to address a commissioner whose behaviors hurt the board’s effectiveness.

SATURDAY, FEBRUARY 24
Ethics 101 for ESD Commissioners*
8:30 am–9:30 am, John Carlton, The Carlton Law Firm
This session will take you through the potential ethical pitfalls that public officials must watch out for.

Sales Tax 101
8:30 am–9:30 am, Richard Fletcher, Sales Tax Assurance
This presentation is aimed at providing some basic understanding of how the Texas sales tax process works and what some of the information provided by the Texas Comptroller means.

Learning from Disaster – Legal Issues Hurricane Harvey Has Taught Us (So Far)
8:30 am–9:30 am, John Peeler, Coveler & Peeler
The legal issues that arise in disaster planning and response are a statewide concern. A leading Harris County ESD attorney will discuss the issues related to the Hurricane Harvey flooding, and the lessons that are being extrapolated from those extraordinary events.

Case Study: Becoming the Ambulance Provider
8:30 am–9:30 am, Travis County ESD 2
This session will discuss one ESD’s initiative of transitioning to providing its own EMS service after years of contracting with another entity. The ESD will share the unique experience it had during the transition and issues it is still dealing with.

VFDs: A to Z
8:30 am–10:45 am, Ken Campbell, Burns Anderson Jury & Brenner
An ESD attorney reviews what Commissioners should know regarding their interactions with volunteer fire departments and how to maintain comfortable working relationships.

Moving Forward or Falling Back: Planning for Your ESD’s Future*
9:45 am–10:45 am, Lane Wintermute, ESCi
This session takes an in-depth look at the changes that face today’s ESDs and the importance of planning for the future. Areas discussed include long-range master planning, organizational strategic planning as well as how ESD’s may evaluate their current operations and enhance them moving forward.

Banking 101/Fraud Protection
9:45 am–10:45 am, Van Carter, Ryan Bennett and Traci Arellano, Frost Bank
This session will contain a summary of bank depository contracts and also cover fraud detection and best practices.
Best Practices for Maximizing Department & Community Buy-In
9:45 am–10:45 am, Chief JJ Wittig, Travis County ESD 3
A Travis County ESD explains how it uses its academies to provide well-trained individuals to work anywhere in Texas (both in Fire Departments and in EMS services). The session will also cover how their internal structure utilizes a committee system to empower its staff to engage in the business of the department, from how to implement Standard Operating Guidelines, write new apparatus specifications, as well as how to specify and purchase equipment.

Ambulance Billing/Compliance
9:45 am–10:45 am, Mark Smith, Smith, Reed & Armstrong
Hospitals have been subject to mandatory compliance programs for many years, while compliance programs for EMS are still voluntary. However, complying with all of the statutes and regulations is absolutely not voluntary. This session will provide participants an overview of laws related to billing compliance as it relates to EMS in Texas.

Records Retention*
11:15 am–12:15 pm, Bonnie Zuber, Texas State Library & Archives Commission
Political subdivisions, such as ESDs, are required to meet state laws on records management. Here’s how.

Apparatus Purchasing
11:15 am–12:15 pm, Travis Ownby, Siddons Martin
This session will cover what ESDs should know when setting out to purchase new apparatus for their organizations.

HIPAA/Ethical Considerations
11:15 am–12:15 pm, Colby Nichols, The Underwood Law Firm
Providing medical first response can present an ESD with a gauntlet of concerns related to patient privacy and ethical decision-making. An experienced attorney will discuss what your ESD should consider.

Legislative Task Force (RSVP Requested)
11:15 am–1:15 pm
This is a special, ancillary session designed to give SAFE-D a jumpstart on the 2019 Legislative Session. We want to be proactive in representing the interests of ESDs in the state and making effective connections before the Legislature meets next year. The focus of this initial session will be general planning and identification of resources going forward. This is designed to be the first of periodic meetings throughout the next year, with the hope being a more involved, inclusive legislative effort. We would like to get an accurate head count in order to prepare for the meeting, so please sign up to attend at the Registration Desk if you have not already informed us via email.

* Session counts towards CESC certification. Find out more on pages 22 and 23.
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E-ONE

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How to Receive Your Training Credit

Certification Details: The V.G. Young Institute of County Government, Texas A&M AgriLife Extension Service, has certified SAFE-D’s Annual Conference for up to 13 hours of ESD Commissioner Training.

Once you have met your requirement of six hours of training for every two years, you can carry over three hours of credit to apply for the next two-year period.

To receive your training credit, please complete the Credit Form available online at www.safe-d.org/18credit by March 24. After March 24, we will not be able to accept credit forms.

If you’d like assistance filling out the form, stop by the SAFE-D registration counter before you leave the conference and we’ll help you complete the online credit form.

SAFE-D, in cooperation with the V.G. Young Institute, will issue certificates via email to commissioners and will report the training hours to the ESDs’ counties. Please allow at least six weeks for processing. To ensure you receive your certificate, please fill out the online SAFE-D Credit Form completely. For processing purposes, the V.G. Young Institute also requires each commissioner to have their own individual email on the Credit Form (it’s quick and easy to get a free email account through services such as Google, Yahoo or AOL).

Texas A&M’s V.G. Young Institute of County Government is the agency responsible for certifying training for Texas county commissioners, judges and treasurers.

Please Note: Credit for commissioner training cannot be processed until SAFE-D has received payment for your registration and you have submitted your hours online. If you need a copy of your invoice, stop by the SAFE-D Registration Counter at the conference.
Congratulations to our
Certified Emergency Services Commissioners!

2018
E.J. “Jerry” Brooks III, Parker County ESD #3
D. David Burks, Rusk County ESD #1
Gloria Dooley, Rusk County ESD #1
Alan Dreesen, Montgomery County ESD #14
Matt Dulaney, Hardin County ESD #6
Gary Ferguson, Waller-Harris ESD #200
Randy L. Foster, Harris County ESD #80
Henry Burt Green, Montgomery County ESD #2
Brian Gremminger, Montgomery County ESD #3
Ann Hall, Blanco County ESD #2
Herb Holloway Jr., Burnet County ESD #6
Ricky D. Jones, Palo Pinto County ESD #1
Marshall Kramer, Harris County ESD #48
Charity Lambright, Llano County ESD #2
Carolyn Land, Palo Pinto County ESD #1
Michael J. Mason, Montgomery County ESD #2
David C. Miller, Montgomery County ESD #6
Kim Parrish, Montgomery County ESD #2
Rena Peden, Parker County ESD #1
Larry Phillips, Wilson County ESD #2
David W. Proctor, Harris County ESD #12
Thomas Raia, Fort Bend County ESD #2
Lynn Reasoner, Palo Pinto County ESD #1
Dennis Scholl, Bexar County ESD #5
John A. Schwin, Fort Bend County ESD #2
James L. Sibley, Montgomery County ESD #2
Johnny Slack, Liberty County ESD #2
Raymond St. Julian, Sr., Harris County ESD #80
W. Leighton Stallones, Hays County ESD #3
Kenneth Thibodeaux, Chambers County ESD #1
Weldon “Wally” Wallace, Parker County ESD #3
Gail J. Zahara, Travis County ESD #8

2017
Tommy Albert, Waller-Harris ESD #200
Sonya Anderson, Harris County ESD #2
Cathy Ashley, Burnet County ESD #2
Betty Boren Avery, Harris County ESD #9
Paula S. Barr, Travis County ESD #6
George Biernesser, Montgomery County ESD #8
Mary Blondell, Harris-Fort Bend ESD #100
Bob L. Boyles, Harris County ESD #80
Richard Bremer, Burnet County ESD #2
Jim Carter, Denton County ESD #1
Christopher Cavazos, Bexar County ESD #6
William A. Darling, Harris County ESD #12

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David Galahagan, Bastrop County ESD #1
Matt R. Glaves, Brazoria County ESD #3
Paul E. Graf, Comal County ESD #4
Larry Lee Hall, Harris County ESD #5
Greg Holcombe, Montgomery County ESD #3
Mark Jack, Parker County ESD #1
Ray Jones, Harris County ESD #4
William D. Kenney, Wilson County ESD #2
Stephen S. Malley, Parker County ESD #3
Tommy M. McCullough, Bastrop/Travis Counties ESD 1
Marilyn G. Miller, Hays County ESD #6
Robert E. Miller, Fort Bend County ESD #2
Tim McCanlies, Bastrop County ESD #1
Scott Morgan, Harris County ESD #29
Randy L. Orr, Harris County ESD #6
David J. Parker, Harris County ESD #29
Benjamin H. Schneider, Burnet County ESD #2
Wayne Skubiata, Bastrop/Travis Counties ESD 1
George Strong, Galveston County ESD #2
James A. Waters, Montgomery County ESD #14

2016
William B. Anders, Harris County ESD #12
Carla Barker, Robertson County ESD
Michael R. Bessner, Travis County ESD #2
James L. “Pete” Clendennen, Caldwell/Hays ESD #1
John B. Davis, Burnet County ESD #2
Larry Foehner, Bastrop/Travis Counties ESD 1
Ralph Nayman, Williamson County ESD #8
Danny Olsen, Montgomery County ESD #14
Robert L. Perez, Harris-Fort Bend ESD #100
Joyce J. Smith, Burnet County ESD #5
Billy Ted Smith, Jasper County ESD #1
Marti Thorne, Fort Bend County ESD #2

2015
Elizabeth King Cargile, Medina County ESD #5
Shirley Grandjean, Montgomery County ESD #14
Robert G. Janusaitis, Harris County ESD #9
James L. Kelly, Montgomery County ESD #8
Carl Newstrom, Bastrop/Travis Counties ESD 1
Frank Steed, Navarro County ESD #1

Inaugural
Stephen L. Hambric, El Paso County ESD #1
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Not everyone can be one, but those who do have made a commitment that their constituents can respect.

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“It goes above and beyond the statutory training requirements that a typical ESD commissioner has to meet,” said SAFE-D Education Committee Chair Scott Morgan. “It shows that an ESD commissioner has made extra effort to acquire the knowledge necessary to serve his or her community.”

CESCs will receive a certificate of their accomplishment and be recognized in SAFE-D publications.

In order to become a SAFE-D sanctioned Certified Emergency Services Commissioner (CESC), the applicant must meet the following conditions:

• Completion of at least two years as an ESD commissioner.
• Be a member of SAFE-D at the time of application and during the time the 25 hours of training outlined below are completed.
• Be current on the required minimum training hours as specified in Chapter 775.0365 of the Texas Health & Safety Code.
• Attendance at a minimum of one SAFE-D Annual Conference during the preceding two years of service as an ESD commissioner.
• Completion of a minimum of 25 hours of accredited, SAFE-D-provided ESD commissioner training including, but not limited to:
  o ESD 101 (3 hours)
  o Ethics course (at least 1 hour)
  o Strategic Planning course (at least 1 hour)
  o Records Retention/Management course (at least 1 hour)
  o Robert’s Rules course (at least 1 hour)
  o Financial Reporting course (at least 1 hour - ESD 203, ESD 205)
• Proof of timely submission of the candidate’s ESD audit reports during the time of applicant’s service as an ESD Commissioner.

A certification application appears on the following page.

For more information, contact SAFE-D at safed@texas.net.

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I have completed the requirements below:

- Completion of at least two years as an ESD commissioner.
- Be a member of SAFE-D at the time of application and during the time the 25 hours of training outlined below are completed.
- Be current on the required minimum training hours as specified in Chapter 775.0365 of the Texas Health & Safety Code.
- Attendance at a minimum of one SAFE-D Annual Conference during the preceding two years of service as an ESD commissioner. Year(s) Attended: ________________
- Completion of a minimum of 25 hours of accredited, SAFE-D-provided ESD commissioner training including but not limited to:
  - ESD 101 (3 hours)
  - Ethics course (at least 1 hour)
  - Strategic Planning course (at least 1 hour)
  - Records Retention/Management course (at least 1 hour)
  - Roberts Rules course (at least 1 hour)
  - Financial Reporting course (at least 1 hour - ESD 203, ESD 205)
- Proof of timely submission of the most recent audit report of the candidate’s ESD.

Signature: ________________________________________________________ Date: _____________________

- Please mail my certificate to the above address
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RETURN COMPLETED APPLICATION TO: SAFE-D
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