

SOUTHWEST LEON COUNTY ESD #2  
BOARD OF COMMISSIONERS MEETING: February 18, 2020  
MINUTES

1. Ruth Hime called the meeting to order at 7:02 P.M.
2. Ruth Hime led the Board and guests in prayer.
3. Ruth Hime led the Board and guests in the pledges of allegiance.
4. Commissioners in attendance: Ruth Hime, Hank Dembosky, Caryn Thompson, Janice Hall, and Janey Shannon. In attendance from the VFD: Board members Gary Hall, and Ron Ryder and Paramedic Dennis Smith; and, two guests (see sign in sheet).

**REPORTS**

5. Treasurer Caryn Thompson presented the Treasurer's Report.
  - a. Bills/Checks to be approved: 3 checks (see attached transaction register). We had a \$15 bank charge because the account had 7 transactions; 1 above the 6 free transactions limit. Hank Dembosky moved and the Board unanimously approved payment of the bills.
  - b. The Board also reviewed the 02/18/2020 Financial Statements (Balance Sheet, P&L - filed with these minutes), noting 4 tax deposits and an interest earned credit from Normangee State Bank/CD (see attached transaction register). To date, we have received 92% of budgeted receipts for this year's taxes. Janey Shannon moved and the Board voted unanimously to accept the ESD Treasurer's financial reports for filing. An invoice for the City of Garland will be created and sent once the backup documentation is received from the Appraisal District.
6. The Board then reviewed the January EMS Activity Report and December Financials from HTLVFD, presented by Traci Smith. Gary Hall, new fire chief, and Denis Smith, EMS, provided monthly performance measures as follows, noted in the activity reports (attached to these minutes) were:
  - EMS Responses: 29
  - Transports: 16 (+ 1 air transport)
  - Avg. Response Time: 10:56 min.
  - Avg. Out-of-Chute Time 2:16 min.
  - Fire Calls/EMS assists: 11 calls
  - Fire Trainings: Jan 5 Extrication training, Engine 1 Ops trainingRon Ryder explained staff rotation for security coverage. Upon presentation and review of the January VFD EMS Activity Report, Janey Shannon moved and the

Board unanimously accepted the EMS Activity Report. Caryn Thompson moved and the Board unanimously voted to accept the VFD November Financial Reports for filing.

7. Committee Reports & Actions:

- a. Long Range Planning – No ESD or Joint Committee Report. Ruth Hime asked Ron Ryder, Fire Board president to identify 3 fire board members to volunteer for the joint ESD/VFD Long Range Planning Committee.
- b. Audit Engagement: No Action is required at this time.

**DISCUSSION/ACTION ITEMS**

8. Discuss insurance policy renewals for Management Liability; General Liability-Auto and Crime Bond; and Workers' Compensation Insurance. Premiums for the first two policies total \$1,464. The Workers' Compensation premium amount has not been provided yet; \$300 is allocated in this year's budget for the WC premium. Assuming no excessive increase for WC premium, a motion to approve payment of all insurance premiums was made by Caryn Thompson and the Board unanimously approved the payments.
9. Three sets of bank signature documents were executed for Prosperity Bank. Janey Shannon will submit these to the bank next week.
10. The minutes of the January 21, 2019 meeting were reviewed. Hank Dembosky moved and the Board unanimously approved the January minutes.
11. Industry News & Training. Ruth Hime passed out updated session agendas for the upcoming SAFE-D training conference starting on Thursday. Ruth noted approved reimbursement amounts for ESD travel are: Mileage 57.5 cents per mile, \$15 for breakfast, \$20 for lunch and \$25 for dinner. Some breakfast, lunch and dinner opportunities are included with SAFE-D conference registration.
12. Public Comment: Gary Hall commented recruitment of additional volunteers is his focus short term for the VFD.
13. Next Meeting: Tuesday, March 17, 2020, 7 PM at Fire Station.
14. Adjournment: Janey Shannon moved and the Board voted unanimously to adjourn at 7:40 PM.

Respectfully submitted,  
Janice Hall, Board Secretary