

**MINUTES OF REGULAR MEETING
ELLIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6**

DATE & PLACE November 15, 2021
Ellis County ESD#6 Fire Station No. 1
1816 FM 66
Waxahachie, Texas 75167

MEMBERS PRESENT Chuck McCormack, President
James Malone, Vice President
Bill Howell, Treasurer
Rick Beer, Secretary

CHIEFS PRESENT Chief Jake Escamilla, ESD 6
Chief Wes Curry, Forreton VFD

Four guests were present

I. Call to Order, Roll Call, Certification of a Quorum, and Invocation: Commissioner McCormack called the meeting to order at 6:30 PM and declared a quorum with all commissioners present except for Commissioner Randy Johnston. He confirmed that notices were legally posted pursuant to the open Meetings Act § 551. Chief Jake Escamilla led the invocation.

II. Approve the minutes of the October 11, 2021 regular meeting: Commissioner Malone moved to approve the October 11, 2021 regular meeting minutes, as written. Commissioner Howell seconded and the motion passed unanimously.

III. Financial Matters

A. Review the financial report from the Treasurer for October 2021: Commissioner Bill Howell, Treasurer, gave the October 2021 Treasurer's Report. He stated the balance of the capital account as of 10/31/21 was \$420,871.47 and the checking balance was \$133,222.38. The October bills were \$138,059.53 (\$33,097.60 Payroll Expenses, \$93,764.56 for EC ESD#6 and \$11,197.37 for ESD6 VFD.) The Forreton VFD's October 2021 receipts were \$1,025.80 and their updated September 2021 receipts were \$25,567.75. Commissioner McCormack asked for any questions or corrections to the report, there being none, he requested that the Treasurer's Report be filed for audit.

B. Receive and approve payment of the ECESD#6 October 2021 bills: Commissioner McCormack moved to approve the payment of the October 2021 bills as presented. Commissioner Malone seconded, motion carried unanimously.

C. Review and approve the 3rd Quarter Financial Report: After the commissioners reviewed the 3rd Quarter Financial report, Commissioner Malone moved to execute and sign the report and file it for record. Commissioner McCormack seconded. Motion carried unanimously.

IV. Public Comments: There were no comments from the public.

V. Administrative Matters

- A. Review and consider administrative personnel compensation and adjust the District's 2021-22 budget if necessary.** Commissioner McCormack reminded the board that an increase in compensation for ESD No. 6 Fire Chief and Administrative Assistant was discussed during the 2021-22 budget planning process, but no final decision was made. Commissioner Malone moved to increase the hourly rate for the Administrative Assistant by two dollars and to increase the salary of the ESD 6 Fire Chief by ten thousand dollars per annum effective November 1, 2021. Commissioner Beer seconded, motion carried unanimously.
- B. Consider adopting a Board policy of requiring that all budget amendments are recorded in the minutes of the meeting during which the amendment was approved:** Commissioner McCormack reminded the Board that Commissioner Beer requested to consider formally adopting a standard accounting practice. Beer moved that ESD 6 and Forreton FVFD adopt the budget accounting practice that whenever the District or department moves funds from one budget account to a different budget account, that such a change in expenditure be noted in the minutes of the District's meeting during which the budget revision was approved. Commissioner Malone seconded, motion carried unanimously.

VI. Operational Matters

- A. Receive Chief Wes Curry's Forreton VFD monthly report regarding emergency operations, response times, call volume, training, management activities and membership:** Chief Curry reported for the month October FVFD had 12 runs which included one EMS assist, one motor vehicle accident, several brush or rubbish fires and one passenger vehicle fire, 5 brush fires, 3 controlled burns and one structure fire.
- B. Receive report from Chief Jake Escamilla on ESD#6 VFD and ECESD#6 regarding emergency operations, response times, call volume, training, management activities and membership including the following.** Chief Escamilla reported for the month of October they had 77 calls of which 55 were EMS related, 9 motor vehicle accidents, 1 structure fire, 5 brush fires and 3 controlled burns.
- ISO review of the district – Chief's report to commissioners: Chief Escamilla reported that ISO has not set a date to visit and review the District's departments. Chief told the commissioners that the District is ready for the review and he will inform the Board of any further progress.
 - P-25 Public Safety Radio conversion status as it relates to the District's contract with City of Midlothian: Chief reported that Ellis County Sheriff's dispatch is now functioning properly with the exception of some software that will enable group paging on the new system. Motorola will update our radios free of charge within the next thirty days.
 - ESD6 VFD Station 2: Report on update for expanding the station to accommodate 24-hour shifts. Chief Escamilla is going to communicate with City of Waxahachie to ask what preliminary steps the District should take in to get such a project approved.
- C. Set the date and time for the next ECESD#6 regular meeting:** Without objection, Commissioner McCormack set the date for the District's next regular meeting to the 2nd Monday, December 13, 2021 at 6:30 PM.

- VII. Comments from Commissioners on future District-related administrative or operational issues:** There were no comments from the commissioners. Chief Escamilla reminded the commissioners that

the annual Christmas party will be Saturday, Dec 4th, 2021 at the Stagecoach Church on FM 55 south of Waxahachie at 6:00 PM. All District personnel are welcome to attend.

VIII. Adjourn: Commissioner Howell moved to adjourn the meeting, Commissioner Malone seconded, motion carried unanimously. Meeting adjourned at 7:45 PM.



Chuck McCormack, President
ECESD #6 Board of Commissioners
November 30, 2021