

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

DATE & PLACE: January 15, 2024, Monday, 6:30 PM
Ellis County ESD#6 Fire Station No. 1
1816 FM 66
Waxahachie Texas 75167

MEMBERS PRESENT: Chuck McCormack, President
James Malone, Vice President
Rick Beer, Secretary
Dale Walling, Ass't Sec'y/Treas.

CHIEFS PRESENT: Chief Jake Escamilla, ESD 6
Chief Wes Curry, FVFD

Six guests were present.

- I. **Call to Order, Roll Call, Certification of a Quorum, and Invocation:** Commissioner McCormack called the meeting to order and declared a quorum present with only Commissioner Bill Howell absent. He informed the Board that proper notifications were timely posted on the District's website and at the meeting location pursuant to the Open Meetings Act § 551. Chief Curry led the invocation.
- II. **Swear in Commissioners James Malone and Rick Beer to another 2-year term. (Action required)** Notary Public, Sherry McBride, swore in James Malone and Rick Beer for another two-year term. Oath of Office documents were notarized and attached to these minutes and a copy was forwarded to the Ellis County Fire Marshal's office.
 - a. **Election of officers for the Ellis County ESD 6 board of commissioners for the calendar year 2024. (Action required)** Commissioner Malone moved to elect Commissioner Walling as Treasurer for the coming year with current Treasurer, Commissioner Howell, assuming the office of Ass't Secretary/Ass't Treasurer while all other commissioners continue to hold their current office. Commissioner Beer seconded. Motion carried unanimously.
- III. **Approve the minutes of the December 11, 2023 regular meeting:** Commissioner Malone moved to approve the December 11, 2023 regular meeting minutes as written. Commissioner Walling seconded and the motion carried unanimously.
- IV. **Financial Matters**
 - A. **Review the financial report from the Treasurer for December 2023:** Treasurer Walling, gave the December 2023 Treasurer's report. He stated the balance of the

capital account as of 12/31/23 was \$508,767.43 and the checking balance was \$163,441.76. The December bills were \$134,658.38 (\$42,548.62 Payroll Expenses, \$84,655.76 other, for EC ESD#6 and \$7,454.00 for ESD6 VFD.) The Forreton VFD December 2023 receipts were \$12,331.77. 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 December 2023 bills:

Commissioner Beer moved to approve the payment of the December 2023 bills as presented. Commissioner Malone seconded, the motion carried unanimously.

C. Status of Transferring District funds to its TexPool account: Commissioner Walling moved to transfer \$400,000.00 from the Citizens National Bank of Texas money market account to the District's TexPool Reserve Fund account. Commissioner Malone seconded. Motion carried unanimously.

D. Discuss authorizing the possession of Safe Deposit Box and PO Box keys:

Commissioner Malone moved that Chief Escamilla and Administrative Assistant Carol Bigler be authorized to possess a key to the District's Post Office box at the Waxahachie Post Office and to each possess a key and have access to the District's Safe Deposit box at Citizen's National Bank of Texas, Waxahachie Uptown Branch. Commissioner Beer seconded and the motion passed unanimously.

E. Review and approve quarterly investment report for the 4th Quarter 2023: In accordance with the Public Funds Investment Act, Treasurer Walling presented his review of the 4th Quarter 2023 report. Commissioner Beer moved to accept the report and Commissioner Malone seconded. Motion carried unanimously. (See attached report.)

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

VI. Administrative Matters

A. Remind commissioners and fire chiefs to attend the annual State Association of Fire and Emergency Districts (SAFE-D) Conference to be held in Irving, Texas February 22-24, 2024 and discuss continuing education currency of the commissioners and chiefs: Commissioner McCormack reminded fellow board members that they are required by statute to have six hours of approved continuing education credits within every two-year period. All commissioners present said they are going to attend this year's conference except for Commissioner Walling.

VII. Operational Matters:

A. Receive Chief Wes Curry's Forreton VFD monthly report regarding operations, response times, call volume, training, management activities and membership including the following. (Some items could require action) Chief Curry reported for the month of December 2023, they had 12 runs, of which 6 were EMS assists, 1 swift water rescue, 1 building fire, 2 motor vehicle accidents w/injuries, 1 motor vehicle accident/no injuries, and 1 false alarm.

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 December 2023, they had 79 calls, of which 46 were EMS

assist and 33 were fires. NE=51%, NW=5%, SE=10%, and SW=34%. Chief Escamilla informed the commissioners about Engine 2982 being out of service with a mechanical problem that occurred on scene at a structure fire..

- **ISO review of the district – Chief’s report to commissioners:** No word or updates from our ISO representative.

C. Discuss reviewing and revising the District’s accident / injury reporting procedure: Commissioner Malone presented samples of other fire department’s Accident / Injury Reporting forms and formal procedures for the fire chiefs to evaluate and determine what might work for the ECESD6. Both Commissioner Walling and Beer shared their thoughts on this subject along with Commissioner Malone. The prospects of forming a Safety Review Board was also discussed. Commissioner Walling moved to further study the material, to let the chiefs develop their recommendations and to discuss the topic again at a later meeting. Commissioner Beer seconded and motion passed unanimously.

D. 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 Monday, February 12, 2024, at 6:30 PM.

VIII. Comments from Commissioners on future District-related administrative or operational issues. (No action may be taken.) Business items resulting from comments by Commissioners may become agenda items for the next regular meeting of the ECESD#6. There were no comments from the commissioners.

IX. Adjourn:

Commissioner Malone moved to adjourn. Commissioner McCormack seconded, motion passed unanimously. Meeting adjourned at 8:19 PM.



Chuck McCormack, President
ECESD #6 Board of Commission
January 31, 2024