

# MINUTES OF JACKSON COUNTY EMERGENCY SERVICES DISTRICT #1

## BOARD OF COMMISSIONERS MEETING REGULAR January 24, 2023

Those present were:

President: Richard Koch

1<sup>st</sup> Vice President: Nathan Sappington

Treasurer: Michael Malone

Secretary: Clarence Joines

Commissioner: Loren Solberg

Office Secretary: Christy Clark

Visitors: Jamie Stuhrenberg, JCESD#2

1. Call to Order, Establish Quorum and Invocation:  
The regular meeting of the Jackson County Emergency Services District was called to order by Ricard Koch at 6:00 p.m. at the Vanderbilt Community Center in Vanderbilt, Texas with five Emergency Commissioners present.
2. Public Comments: None
3. Swearing in of Appointed Commissioners:  
Christy Clark performed the swearing in ceremony for the appointment of two JCESD#1 Commissioners: Richard Koch and Nathan Sappington.
4. Consent Agenda:  
The minutes for December 20, 2022 were sent to each commissioner for reviewing. Michael Malone made a motion to approve the minutes and Clarence Joines seconded the motion. Motion passed.
5. Kurt Janica with the JCESD#3:
  - A. Memorandum of understanding- Joint subscriber radio communications purchase through the Assistance to Firefighters Grant: The Jackson County ESD3 shall be known as the “Lead Agency” for the purpose of applying for an Assistance to Firefighters Grant (AFG) and managing the funds for purchasing Subscriber Radio Communications units and associated supportive equipment for all four agencies the Jackson County ESD1, Jackson County ESD2, and Ganado VFD shall be known as the “Partner Agencies”.

Clarence Joines made a motion to accept and sign the Memorandum of Understanding Agreement between the Jackson County ESD3, Jackson County ESD2 and Ganado VFD. Nathan Sappington seconded the motion. Motion passed.

- B. Discuss Mutual Aid Procedures: Kurt Janica via conference call informed the commissioners of the new mutual aid procedures that the JCESD3 board passed. For a true mutual-aid page out they will respond as soon as directed by the requesting department. Mutual-aid is when responding department arrives on scene and is unable to control/mitigate the emergency scene. The new procedures for the dispatcher is if not a life or death situation for a no response call is to wait five minutes, send a second page out wait another five minutes and then on the third page out the dispatcher will page ESD#3 and state no response from department. Documentation will be added to all call cards if mutual-aid is requested and why. Personnel not available is not a reason for mutual aid, therefore if the ESD#3 responds they will be billing the district .
  
- 6. Discuss and Take Action on:
  - A. Approve Monthly Financial and Budget Reports:  
Loren Solberg made a motion to approve the financial and budget reports for the month of December and Michael Malone seconded the motion. Motion passed.
  
  - B. Approve Bills Paid:  
Loren Solberg made a motion to approve bills paid and Michael Malone seconded the motion. Motion passed.
  
- 7. Discuss and Take Action on: Major Expenses:  
The Lolita VFD's building has to have a new roof, therefore the department will have to get this done instead of the awning that was budgeted this year in their building repairs and maintenance. The Francitas VFD's roof also has to be replaced due to the corroded purlin, therefore the department will be getting a new roof instead of the asphalt driveway that was budgeted this year in their building repairs and maintenance.
  
- 8. Office Secretary Report
  - A. December Budgets were sent to all Departments.
  - B. Next month's meeting date will be set for February 21st.
  
- 9. Discuss and Take Action on Other Business: None
  
- 10. Executive Session (if required) for the following purposes: None
  
- 11. Adjournment: Michael Malone made a motion that the meeting be adjourned at 6:50 p.m. and Clarence Joines seconded the motion. Motion passed.

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Clarence Joines, Secretary