MEDINA COUNTY EMERGENCY SERVICE DISTRICT #4

\*\*\* NOTICE OF PUBLIC MEETING\*\*\*

 In compliance with the provisions of Chapter 551, Texas Government Code, Notice is hereby given of a Regular Meeting of the Board of Commissioners of the Medina County Emergency Services District No. 4, to be at ESD Building located at 206 Dixon Dr., Devine, TX 78016 at 7:00 PM on May 14, 2025

The following agenda items will be discussed, considered and action taken as appropriate:

1. **Call for and Establish Quorum:** Quorum called and established.
* President (Steve Smith)
* Vice President (Anthony Martin)
* Treasurer (Patrick DuBose)
* Assistant Treasurer (Vacant)
* Secretary (Jerry Beck)
1. **Call Meeting to Order**: Steve Smith called meeting to order at 7 pm. Commissioner(s) in attendance: Patrick DuBose and Anthony Martin. Commissioner(s) not in attendance: Jerry Beck not in attendance due to prior engagements. Juan Zamora resigned as of April 20, 2025.
	1. Prayer and Pledge of Allegiance: Patrick DuBose led the group in prayer and Group led Pledge of Allegiance.
2. **Advise status on new Assistant Treasurer:** Steve Smith introduce \_\_\_\_\_\_\_\_\_\_ as the incoming Assistant Treasurer. Application is at the county and on the agenda for Commissioners on Monday.
3. **Citizens’ Comments:**
4. **Update on the Natalia Substation Progress – Take action if necessary:** No updates on the station Contract is still with Ken Campbell.Jason Miller will follow up with Ken Campbell again next week.
5. **Allegiance Statistic Report- Patrick Bourcier:** Patrick Bourcier gave Allegiance Report. Patrick Bourcier presented the new report showing the grid on maps to show where calls are originating from. Patrick Dubose asks about the peak and back fill when ESD trucks are out. Jason Miller will reach out to George DelaCerda and Danny Gillespie about the requirements on the contract regarding the backfill.
6. **Monthly EMS Chief Report- Jason Miller:** Jason Miller gave EMS Chief Report. Jason Miller informed Commissioners that Zoll will be here at the end of the month for Equipment yearly Maintenance check. Jason Miller informed the Commissioners about the calls for the month of April with no backfill truck and reviewed the Quality Report.
	1. Building:
	2. Contractual
		* Review, Discuss, and Approval of Lease to Purchase Agreement for ambulance: Table to next meeting so that Commissioners have time to review the agreement.
		* Review findings of Contracting Course: Gave update on the course. Notes uploaded into document for Commissioners review.
		* Advise on Allegiance Contract Review/Revise, provide recommendations and set a timeline: Jason Miller would like to request Workshop with Commissioners to review Allegiance and Coordinator contract and make recommendations. Commissioners will consist of Steve Smith and Anthony Martin.
	3. Apparatus: Jason Miller informed the Commissioners that 8140 needed to go to Siddons and the body shop.
7. **Consent Items:**
	1. Review, Discuss and Approval of April 2025 Meeting Minute(s): Review the minutes. No corrections made. Patrick Dubose made a motion, seconded by Anthony Martin to accept April Minutes as presented. 3/0/1 Vote
	2. Review, Discuss and Approval of the Financial Report:
		* ESD Budget Comity Reports: Christy Merendon shared the upcoming expense. Patrick Dubose reviewed the outstanding payments. Patrick Dubose made a motion, seconded by Anthony Martin, to pay the bills as presented.
8. **Review, Discuss and Approval of the 23-24 ESD Audit:** Christy Merendon presented the audit. Anthony Martin made a motion, seconded by Patrick DuBose to approve the Audit as presented and signed the engagement letter.
9. **Discuss and approve ESD Chief to serve as primary health advisor for Mission Devine, June 1-6 to include Sunday kickoff:** Steve Smith informed the Commissioners that Jason Miller will be the Primary Health Advisor during Mission Devine with RN onsite.Jason Miller is requesting additional staff to attend this event. Jason Miller recommends staff at 1099 pay. Patrick DuBose is volunteering to ride with Jason Miller.
10. **Review, Discuss and take action on Community Health Fair Program: Jason** Miller informed the Commissioners that the library and daycare requested Unit to attend their event for the Kids.
11. **Review, Discuss and take action on communications upgrade: Patrick** Dubose asks Jason Miller about the upgrade on the radios. Jason Miller informed the Commissioners that radios are complete.
12. **Review, Discuss and take action on technology upgrades: Steve** Smith has nothing to report currently.
13. **Review, Discuss and take action on the installation of ESD artwork:** Steve Smith suggested pictures of the staff and units be placed within the Station. Jason Miller informed the commissioner that he had taken some and sent them to Image Matter in Devine.Christy Merendon asks if the Wall of Honor can remain due to it being requested by Ed Daugherty.
14. **Update from Strategy Committee- Steve Smith**
	1. ~~Presentation of Plan(s): April Meeting~~
	2. Intermediate Plan(s): May Meeting
	3. Final Approval of Plan(s): June Meeting
15. **Review, Discuss and Approve Investment Policy with Texas Class LGIP- Patrick Dubose:** Review the policy. Patrick Dubose made a motion, seconded by Anthony Martin, to accept the policy as presented. Steve Smith will meet with Jerry Beck and have him sign the approved investment policy as well. 3/0/1Vote
	1. Review, Discuss and approval of moving funds to Texas Class LGIP: Christy Merendon informed Commissioners of all balances. Patrick Dubose recommended that ESD leave $220,000 in the operating accounts for the upcoming bills. Open Discussion. Patrick Dubose made a motion, seconded by Anthony Martin, to allow Patrick DuBose to move over the following funds: Security State Bank $367,662.14, TXN Savings $126,0421.75, TXN Sales: $100,000.00 leaving $84,758.28 for reserves and TXN Operating: $296,647.33 leaving $200,000.00 for remaining fiscal year expenses. 3/0/1Vote
16. **Review, Discuss and Approve ESD By-laws:** Table to next month’s Meeting and continue to review and create By-laws.
17. The MCESD#4 Board of Commissioners will meet in closed executive session as authorized by Tex. Gov’t. Code Chapter 551 under one or more of the following sections Texas Government Code: *Section 551.071, Consultation with Attorney or 551.074 Personnel Matters:* Commissioner enter Executive Session at 8:25 pm and exit Executive Session at 8:40 pm
18. **Regular Meeting: June 11th**
19. **Around the Room Comments**
20. **Call for adjournment.** Meeting adjourned at 8:53 pm.

The district reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed by the Board of Emergency Services Commissioners. The individual executing the Citizen Comment Form understands that he/she is provided with a limited amount of time, and that he/he may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body, a member of the public or of the governmental body inquiries about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. It should be noted that pursuant to Section 38.13, Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and, (c) An offense under Section 38.15, Texas Penal Code is a Class A misdemeanor.

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Steve Smith, President Jerry Beck, Secretary

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