

NOTICE OF MEETING

**BOARD OF EMERGENCY SERVICE COMMISSIONERS
GREGG COUNTY EMERGENCY SERVICES DISTRICT NO. 3
THURSDAY, JANUARY 19, 2023, AT 6:30 P.M.
436 SKINNER LANE
LONGVIEW, TEXAS 75605
JUDSON FIRE DEPARTMENT**

FILED
JAN 13 2022

Michelle Gilley
Gregg County Clerk

Pursuant to the Texas Open Meetings Act, Tex. Gov't Code chapter 551, requiring governmental bodies to give notice of their meetings, this notice is to advise that a board meeting of the **Gregg County Emergency Services District No. 3** will be held at **6:30 p.m.** on **Thursday the 19th day of January, 2023**, at the **Judson Fire Department Station, 436 Skinner Lane, Longview, Texas 75605**, at which time the Board of the ESD will consider and take action on all matters pertaining to such business as may come before it, including by way of information not limitation, the following matters included the agenda attached hereto.

CERTIFICATE AS TO POSTING OF NOTICE:

On the 13th day of January 2023, this notice was posted online at JudsonFire.org, at the Judson Fire Department Station at 436 Skinner Lane, which is the principal office of the Gregg County ESD No. 3, and with the County Clerk of Gregg County, Texas pursuant to Tex. Gov't Code § 551.054(a).



Matthew Harris, Agent for Posting

AGENDA:

The subjects to be discussed or considered upon which any formal action may be taken, are as follows:

1. Call to order and establish a quorum.
2. Approval of minutes from December 2022 Gregg County ESD No. 3 board meeting (attached hereto).
3. Time for public comments on any agenda item.
4. Consideration and approval of December 2022 Treasurer's/Financial Report.
5. Monthly report of Judson Fire Department including number and type of calls run, number of members of the department, current staffing and equipment for the department, and requests for advance approval of any major equipment purchases.
6. Discuss and take action on the following ESD bills for December 2022
 - a. Judson Fire Department \$ 21,465.00
 - b. Judson Fire Department (Reimbursement) \$ 6,822.04
 - c. Harris and Harris \$ 2,665.00
 - d. Karen A. Jacks & Associates, P.C. \$ 240.00
 - e. Dr. Jeffrey McWilliams, Judson FD Medical Director \$ 1,500.00
 - f. Hugman, Lammers, Hawkins \$ 5,053.44
 - g. Hugman, Lammer, Hawkins \$ 27,304.19
7. Signing of the contract for Dr. McWilliams as Assistant Medical Director.
8. Update and discussion on the new fire station construction project.
9. Discussion of Tony Martin and Miles Darby's 2 year ESD appointments ending at the end of March.

EXECUTIVE SESSION

The Board of Emergency Service Commissioners will conduct an executive session pursuant to the following provisions of the Texas Open Meetings Act, Texas Gov't Code §§ 551.001, *et seq.*

- a) Consultation with attorney (Texas Government Code § 551.071).

RETURN TO OPEN SESSION

Adjournment

NOTICE

The Board of Commissioners reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development). Before any closed session is convened, the Presiding Officer will publicly identify the section or sections of the act authorizing the closed session. All final votes, actions or decisions will be taken in open session.

· GREGG COUNTY EMERGENCY SERVICES DISTRICT NO. 3 – MONTHLY MEETING

Date: December 15, 2022 @ 6:30 p.m.

Location: Judson Fire Department Station - 436 Skinner Lane, Longview, Texas 75605

MINUTES:

The subjects to be discussed or considered upon which any formal action may be taken, are as follows:

1. Call to order and establish a quorum. Jameson called the meeting to order. All board members present.
2. Approval of minutes from November 2022 Gregg County ESD No. 3 board meeting (attached hereto). Motion by Joyce, seconded by Jameson. Motion passes unanimously.
3. Time for public comments on any agenda item. No public comment.
4. Consideration and approval of November 2022 Treasurer's/Financial Report. Motion by Martin, seconded by Joyce. Motion passes unanimously.
5. Monthly report of Judson Fire Department including number and type of calls run, number of members of the department, current staffing and equipment for the department, and requests for advance approval of any major equipment purchases.
 - a. 46 calls this month
 - b. Ytd calls is 595 calls
 - c. Average response time is 9 minutes 40 seconds
 - d. No training this month.
 - e. Participated in Longview Christmas Parade this year
 - f. Got new graphics on some of the vehicles
 - g. Still waiting on new PPE
 - h. No staffing issues at this time.
6. Discuss and take action on the following ESD bills for November 2022

a. Judson Fire Department	\$23,620.00
b. Judson Fire Department (Reimbursement)	\$ 9,168.60
c. Harris and Harris	\$ 1,500.00
d. Karen A. Jacks & Associates, P.C.	\$ 240.00
e. Dr. Morris, Judson FD Medical Director	\$ 1,500.00
f. Hugman, Lammers, Hawkins	\$ 4,864.25
g. Hugman, Lammers, Hawkins	\$29,429.73
h. Gregg County Tax Assessor-Collector	\$ 1,500.00
i. Gregg Appraisal District	\$ 3,507.73
j. Hayes Engineering	\$ 800.00
k. SAFE-D	\$ 275.00

Motion by Darby, seconded by Berry. Motion passes unanimously.

7. Discuss 2023 TFCA admin professional workshop and the hotel stay. The workshop is in College Station. Hotel is \$531.95. Dates of classes are January 22, 2023 – January 25, 2023.
 - a. Motion by Martin, seconded by Joyce to approved said expense. Motion passed unanimously.
8. Discuss audit engagement letter from Curtis Blakely & Co. Motion by Joyce, seconded by Darby to approve the engagement letter. Motion passed unanimously.
9. Discuss adding Dr. Jeffrey McWilliams as the Assistant Medical Director to take over Dr. Justin Morris' duties of training and department liaison. Motion by Martin and seconded by Joyce to amend the current contract to add Dr. McWilliams, but the cost will remain \$1500.00 per month. Motion passed unanimously.
10. Update and discussion on the new fire station construction project. Motion by Darby and seconded by Joyce to pay Tryon Water \$3,547.00 for a water tap at construction site. Motion passed unanimously.
11. Discuss attorney for ESD switching to hourly rate billing instead of flat fee billing. Motion by Berry and seconded by Darby to pay attorney hourly rate of \$250/hr and legal secretary time at \$100/hr. Motion passed unanimously.

The Board did not go into Executive Session.

There being no further business, the meeting was adjourned.

Barbara Berry
Secretary / Treasurer