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FEB 13 2023

Michelle Gilley  
Gregg County Clerk

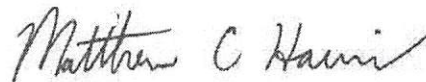
NOTICE OF MEETING

**BOARD OF EMERGENCY SERVICE COMMISSIONERS  
GREGG COUNTY EMERGENCY SERVICES DISTRICT NO. 3  
THURSDAY, FEBRUARY 16, 2023, AT 6:30 P.M.  
436 SKINNER LANE  
LONGVIEW, TEXAS 75605  
JUDSON FIRE DEPARTMENT**

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 16<sup>th</sup> day of February, 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 in the agenda attached hereto.

**CERTIFICATE AS TO POSTING OF NOTICE:**

On the 13<sup>th</sup> day of February 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).



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Matthew Harris, Agent for Posting

## **AGENDA:**

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

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1. Call to order and establish a quorum.
2. Approval of minutes from January 2023 Gregg County ESD No. 3 board meeting (attached hereto).
3. Time for public comments on any agenda item.
4. Consideration and approval of January 2023 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 January 2023:

a. Judson Fire Department	\$ 31,042.07
b. Judson Fire Department (Reimbursement)	\$ 7,795.43
c. Harris and Harris	\$ 2,155.14
d. Karen A. Jacks & Associates, P.C.	\$ 335.00
e. Dr. Jeffrey McWilliams, Judson FD Asst. Medical Director	\$ 1,500.00
f. Hugman, Lammers, Hawkins	\$ 2,371.26
g. Hugman, Lammer, Hawkins	\$ 41,902.53
h. Texas Bank & Trust	\$ 75.40
i. Curtis Blakely & Co.	\$ 1,530.00
7. Ratify Automatic Funds Transfer Agreement to have construction loan payments automatically drafted from the ESD checking account so it is not late.
8. Discussion and update on the new fire station construction project.

### **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: January 19, 2023 @ 6:30 p.m.

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

### **MINUTES:**

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

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1. Call to order and establish a quorum. Jameson called the meeting to order. All board members present.
2. Approval of minutes from December 2022 Gregg County ESD No. 3 board meeting. Motion by Joyce, seconded by Martin. Motion passes unanimously.
3. Time for public comments on any agenda item. Dr. Jeffrey McWilliams introduced himself to everyone.
4. Consideration and approval of December 2022 Treasurer's/Financial Report given by Berry. Motion by Martin, seconded by Darby. Motion passes unanimously.
5. Monthly report of Judson Fire Department given by Chief Chris Jackson, 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. 55 calls this month
  - b. Average response time is 8 minutes 06 seconds  
Training –
    - EMS Training - Pending
    - Fire Training - January 21st
      - Currently have 1 Full Time fire academy student, and 3 attending hybrid academy.
      - Shanda attending TFCA administrators conference next week
      - 1 Member attending chaplain training
      - Chief Gonzales and Chief Jackson attending TEEX Fire Service - CEO Program May 7th - May 12th.
      - 1 Member was appointed as new chaplain and attended a credentialing program
  - c. Community Relations
    - Working with ISO to improve insurance ratings
  - d. Apparatus
    - Engine 1 - Minor repair needed to pump to road lever.
    - Tanker 1 - No issues reported
    - Booster 2 - No Issues reported
    - Booster 1- No Issues reported
    - Command 1 - No Issues reported
  - e. Facilities and Equipment
    - Still awaiting new PPE and Wildland gear changes
  - f. Staffing –
    - No issues reported at this time.
    - Total Personnel -
      - 29 Active
      - 5 Reserve
      - 4 Support Personnel (Auxiliary)

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

Motion by Joyce, seconded by Martin. Motion passes unanimously.

Since this was the first month for the attorney's invoicing going from a flat monthly rate of \$1,500.00 to an hourly rate, we discussed the possibility that we may need to increase that line item in the budget for next year, depending on how the invoices come out for the remainder of the year.

7. Update given by Joyce on status of the construction of the new fire station. He said things are a bit slow at this time due to delays with the rain.
8. Signing of the contract for Dr. Jeffrey McWilliams as Assistant Medical Director. Motion by Joyce, seconded by Darby. Motion passes unanimously. Contract signed by Jameson as board President.
9. Discussion of Martin and Darby's 2-year ESD appointments ending at the end of March. Both Martin and Darby agree to be reappointed.

The Board did not go into Executive Session.

There being no further business, the meeting was adjourned.

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Barbara Berry  
Secretary / Treasurer