

NOTICE
Palo Pinto County ESD # 2
Regular Session Minutes

A Regular Session of the Palo Pinto County Emergency Services District #2 Board met on January 9th, 2024, at 6:00 p.m., at Santo Fire / EMS Station, Santo Texas. The following subjects were discussed, considered, passed or adopted to wit.

1. Meeting called to order and established a Quorum - The meeting was called to order at 6:14 p.m. Commissioners present were Josh Winbourn, Nikki Wright, and Paul Smith.
2. Consider/Discuss/Approve board member positions for 2024- Officer positions slated as- Nikki Wright, President; Josh Winbourn, Vice President; Paul Smith, Treasure; Jo Lynn O’Neal Asst. Treasure; Andrew Watts, Secretary; all passed 3-0
3. Consider/Discuss/Approve Previous Meeting Minutes – Motion was made by Paul Smith to approve the December 12th, 2023, minutes. Seconded by Josh Winbourn, motion carried 3-0.
4. Consider/Discuss/Approve Treasurer’s Report –Motion was made by Josh Winbourn to approve treasures report and to pay invoices due. Seconded by Nikki Wright, motion carried 3-0.
5. Public Comments and Announcements –NONE
6. OLD BUSINESS –
 - a. Discuss/Consider/Approve districts policy and procedures – Motion was made by Paul Smith to table until the advisory committee was contacted. Seconded by Josh Winbourn, motion carried 3-0.
7. NEW BUSINESS –
 - a. Discuss/Consider/Approve changing fiscal year – motion was made by Josh Winbourn to leave the financial year as is and reassess in June. Seconded by Paul Smith, motion carried 3-0
 - b. Discuss/Consider/Approve 2024 agreement with Briscoe and Associates – motion was made by Paul Smith to assign bookkeeping to Kristina Duncan, giving permission to ask for a copy of the PPESD2 QuickBooks file from Briscoe and Associates and not renew their services for 2024. Seconded by Josh Winbourn, motion carried 3-0
 - c. Discuss/Consider/Approve Signatory on First Financial Bank accounts – motion was made by Josh Winbourn to remove Ron Daily and Mark Hukel from the First Financial Bank accounts, adding Nikki Wright and Jo Lynn O’Neal with full admin powers. Seconded by Paul Smith, motion carried 3-0
 - d. Discuss/Consider/Approve Signatory on accounts in Denver – motion made by Paul Smith to remove Ron Daily from signatory and add Nikki Wright, President; Josh Winbourn, Vice

President; Paul Smith, Treasure; Jo Lynn O’Neal Asst. Treasure; Andrew Watts, Secretary; to the accounts. Seconded by Josh Winbourn, motion carried 3-0


- e. Discuss/Consider/Approve starting audit process for 2023 – motion made by Paul Smith to allow Kristina Duncan to move forward with Oliver Rainey Wojtek to start the audit process for 2023. Seconded by Josh Winbourn, motion carried 3-0
- f. Discuss/Consider/Approve required publishment in local newspaper – motion made by Josh Winbourn to allow Kristina Duncan to post the required publication in the local newspaper. Seconded by Paul Smith, motion carried 3-0
- g. Discuss/Consider/Approve sending computers to Brazos networking to be cleaned and reassigned to new board members – motion made by Josh Winbourn to not send computers to be cleaned and reassigned as they are outdated. Seconded by Paul Smith, motion carried 3-0
- h. Discuss/Consider/Approve ESD Budget 2024 – motion made by Josh Winbourn to move \$4000 from the miscellaneous line to the legal line, making the miscellaneous line \$46,000 and the legal line \$5000. And for the \$7082 that was placed in EMS Training/Uniforms to not be paid out until June if the money is there and available. And approve the budget as written with the modification noted. Seconded by Nikki Wright, motion carried 3-0
- i. Discuss/Consider/Approve Safe-D Conference February 22-24, 2024 – motion made by Paul Smith that any board member available to go to Safe-D Conference may go. Seconded by Josh Winbourn, motion carried 3-0
- j. Discuss/Consider/Approve monthly report from Santo Fire & EMS (Run Responses, Mutual Aid, EMS Invoices, financial report) Santo ran 37 calls with an average time of 12.29 minutes. 2 calls made out of district, one to Mineral Wells and one to Hood County. Sacred Cross came to assist in 1 call due to EMS already on another call at the time.
- k. Discuss/Consider/Approve monthly report from Lone Camp First Responder Organization (Run Responses, Mutual Aid, EMS Invoices) No report given.

8. County Wide Issues affecting ESD2 – None

9. Next meeting – motion made by Paul Smith to have all future meetings second Tuesdays of the month at 6:30. Seconded by Josh Winbourn, motion carried 3-0

10. A motion to adjourn was introduced by Paul Smith and seconded by Josh Winbourn. The motion passed 3-0.

DATED THIS 12TH DAY IN MARCH 2023

BY: 
PAUL SMITH, (TREASURE)

BY: 
NIKKI WRIGHT, (PRESIDENT)

The Palo Pinto County Emergency Services District #2 Board reserves the right to adjourn into executive session at any time during the course of the meeting to discuss any of the items listed above, as authorized by Texas Government Code Section 551.073 [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 meeting is convened, the Presiding Officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting. Compliance with HB 2840: Under the Texas Government Code Section 551.007, any member of the public who desires to address the ESD Board regarding a specific item on the agenda will have the opportunity to address the Board when that Agenda item is discussed. Comments from the public are limited to 3 minutes unless the speaker requires the assistance of a translator, in which case the speaker is limited to 6 minutes. Individual Board members will also have the right to question the public on Agenda items.

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 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 inquires 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.