

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**

A Regular Meeting of the Board of Commissioners of the Jefferson County Emergency Services District No. 1 (“District”) was called at 6:00 p.m. on the 24th day of May 2021, at the 13550 River Oaks Blvd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

This meeting was held pursuant to the December 6, 2020 Order by the Governor of the State of Texas to allow Commissioners, staff, and members of the public to participate in the Regular Meeting by conference call. In addition, a recording of the meeting was made and is available to public.

The roll was called of the Commissioner on the Board, to-wit:

Commissioners	Position
John Johnson	President
Hoyt Simmons	Vice-President
Mark Zambardino	Treasurer
Brett Weldy	Secretary

All said members were present, except Director Simmons, thus constituting a quorum. In addition to the above-named Directors, the following persons were also present:

Attendee	Position
Chief Chris Gonzales	Administrator
Mr. Robert Ring	Administrative Assistant in Training
Mr. Hubert Oxford, IV	Benckenstein & Oxford, LLP

At 6:12 p.m., President Johnson announced that a quorum was established, and then called on Chief Chris Gonzales to lead the group in prayer and the Pledge of Allegiance. Afterwards, President Johnson asked for public comment but there was none.

Agenda Item No. 5 – Approve Prior Minutes

The President then requested that the Commissioners review the minutes of the April 26, 2021 Regular Meeting. Attorney Oxford reported that the minutes, as presented, included changes recommended by staff.

After reviewing the minutes, Commissioner Brett Weldy made a motion, which was seconded by Commissioner Mark Zambardino, and the unanimous vote of all the Commissioners present, to approve minutes of the April 26, 2021 Regular Meeting.

Agenda Item No. 6 - Review and approve and take-action, if necessary, on approving financial statement; authorize payment of invoices; and amending the budget.

This month, Mr. Robert Ring, the Administrative Assistant in Training, reported that at the beginning of the May 2021, the District had \$344,762.14 in its checking account. During the month of April 2021, the District received a tax deposit of \$5,877.95; interest payment of \$45.79; and debit of \$155.44 for bank services charges. After taking into consideration the \$25,500.50 in checks approved at the prior meeting, the ending balance in the District's checking account at the beginning of May 2021 was \$325,029.94. Mr. Ring noted that this balance also takes into consideration that there are \$2,063.40 in outstanding checks. Turning to the District's saving's account, Mr. Ring informed the Commissioners that balance in this account increased by \$3.61 to \$27,487.47 due to an interest payment. Overall, the District's total liquid assets amounted to \$352,517.41 as of April 30, 2021. (See **Exhibit "A-1"**).

Mr. Ring then presented the Department's financial summary and explained that nothing had changed since the April 26, 2021 Regular Meeting. As of May 24, 2021, the Department's checking account balance remained at \$10,000.00 but the savings account increased by \$600.00 to \$9,425.02 thanks to a donation by a local resident. (See **Exhibit "A-2"**).

Following the summary of accounts, Mr. Ring then asked the Commissioners to turn their attention to the invoices that have been paid since the last meeting and the outstanding invoices to be paid at the current meeting. Per Mr. Ring, the expenses paid following the April 2021 meeting and the invoices to be paid at the meeting totaled \$41,933.24. (See **Exhibit "A-3"**). Furthermore, included in the checks to be paid was a check to Community Bank in the amount of \$150,000.00 to

fund the District's new operations account. Also, Mr. Ring highlighted the annual payment for Engine No. 2 for \$26,004.67

At the end of the discussion on this agenda item, Commissioner Mark Zambardino made a motion to approve: 1) the Account Balance reports for the District and the Department; 2) income statement and other financial reports presented; and 3) invoices that included the \$150,000.00 check to Community Bank. This motion was seconded by Commissioner Brett Weldy and unanimously approved by all the Commissioners.

Agenda Item No. 7 - To review, discuss, and take any needed action regarding: 1) staffing; 2) purchase and/or 3) repair requests submitted by the Volunteer Fire Department.

The Chief reported that there was some vibration on Engine No. 12 and as a result, he took the engine to Sieben Equipment to have it inspected and repaired. Since then, the District received an invoice of \$4,205.00 but according to the Chief, the problem is still occurring, and he does not believe the engine was completely fixed. Therefore, the Chief informed the Board that he was holding the invoice and was going to call Sieben to question invoice and work performed. Otherwise, no action was taken.

Agenda Item No. 8 - To review, discuss, and take any needed action regarding applying and/or accepting grants.

The Chief reported that the Department has submitted the invoices to the Texas Forest Service for the equipment grant and was in the process of getting reimbursed. In addition, the Chief reported that he was still working on the next round of the FEMA grants and the Firehouse Sub grants. Per the Chief, he hoped to have something further to discuss at the next meeting. Again, no action was taken on this agenda item.

Agenda Item No. 9 - Discuss and take-action, if necessary, on approving the Compiled Financial Report for 2019-2020 or to file an extension request with the Jefferson County Commissioner's Court.

Attorney Oxford reported that the Compiled Financial Statement for 2019-2020 was not complete and then recommended that District submit a request to the

Jefferson County Commissioner's Court for an extension until July 1, 2021 as provided for in Section 775.085(b) and (d) of the Texas Health & Safety Code.

The Commissioners agreed with the recommendation and Commissioner Mark Zambardino then made a motion to authorize Attorney Oxford to submit a request for an extension with the Jefferson County Commissioner's Court to file the Compiled Financial Statement. This motion was seconded by Commissioner Brett Weldy and unanimously approved by all the Commissioners.

Agenda Item No. 10 - Chief's Report

According to the Chief, in April 2021, the Department and the District's firefighters responded to thirteen (13) calls. He then gave the Commissioners highlights of various calls set forth below.

Date /Time	Response Address	Nature of Call	Disposition
4/4/21 - 01:54	Labrie	Difficulty breathing	AEMS transported to St Elizabeth
4/8/21 - 04:47	Reins Road	Chest pains	Pt. refusal
4/10/21 -17:38.	31615 Hwy #365	Motor vehicle collision	Assisted with extrication-DOS
*4/10/21 -10:09	Tolivar Canal Road	Fall with injuries	AEMS transported to St Elizabeth
4/12/21- 19:12	1600 Linzav - China	Structure Fire	Fire standby
*4/13/21 - 10:57	555 E. Lee Street	Possible structure fire	Fire out upon arrival
*4/13/21 - 14:22	2200 FM 365	Trailer fire	Cancelled enroute-fire out
4/15/21-07:10	Chimney Rock	Possible overdose	AEMS transported to Baptist
*4/20/21-14:37	Alaskan	Fire alarm activation	No fire-homeowner cleaning oven
4/22/21-16:19	Tram Road	Carbon monoxide check	House checked clear
4/23/21- 20:13	12796 Old Sour Lake Hwy	Tree down	Public assist - moved tree from roadway
*4/27/21 - 09:03	2608 N. China Road	Possible structure fire	No fire-cancelled enroute
4/30/21 - 00:02	Reins Road	Respiratory distress	AEMS transported to St Elizabeth

*Daytime FF Response

There being no other matters to discuss, President Johnson thanked the Commissioners for attending and then set the next meeting for Monday, June 21, 2021 at 6:00 p.m. Thereafter, Commissioner Mark Zambardino made a motion to

adjourn the meeting at 6:55 p.m. This motion was seconded by Commissioner Brett Weldy and was unanimously approved by all the Commissioners.

ATTEST TO:

John Z. Johnson
Position: PRESIDENT
Date: 6-21-21

Hoyt Simmons
Position: Vice President
Date: 6/21/21