

**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 20th day of May 2024, at the 13550 River Oaks Blvd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

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
Mr. Robert “Lee” Barnett	Director

All said Commissioners were present. In addition to the above-named Commissioners, the following persons were also present:

Attendee	Position
Chief, Chris Gonzales	Administrator
Mr. Robert Ring	Administrative Assistant
Mr. Hubert Oxford, IV	General Counsel

At 6:02 p.m., Commissioner Johnson announced that a quorum was established and then lead the group in prayer and the Pledge of Allegiance.

Agenda Item No. 5 - Discuss and take-action, if necessary, on approving the minutes from the April 22, 2024 Regular Meeting.

Turning to Agenda Item No. 5, to review and approval of the minutes of the April 22, 2024 Regular Meeting. The Commissioners reviewed the minutes of the meeting and there were no changes to be made.

There being no additional changes, a motion was made by Commissioner Robert Barnett, which was seconded by Commissioner Mark Zambardino and the unanimous vote of all the Commissioners present, to approve the minutes as presented of the April 22, 2024 Regular Meeting.

Agenda Item No. 6 - Review and approve and take-action, if necessary, on approving financial statement and approve payment of invoices for April 2024; and amending the budget.

Afterwards, President Johnson called on Mr. Robert Ring to present the Financials for April 2024. Mr. Ring informed the Commissioners that the District's beginning balance in its Checking account at Stellar Bank was \$323,842.25. During the month, there was a credit of \$6,851.04 in Tax Deposits. After considering the expenses of \$102,031.66 of which \$18,031.66 was for April's invoices and \$84,000.00 was transferred to the District's Stellar Savings Account to be transferred to TexStar. Thus, the ending balance in the District's checking account for the month was \$228,661.63. (See Exhibit "A-1").

Mr. Ring then addressed the District's savings account at Stellar Bank account. At the beginning of April, the balance was \$111,105.61 and after receipt of an interest payment of \$17.80 and a deposit in the amount of \$84,000.00, the ending balance was \$195,123.41. (See Exhibit "A-1").

Together, Mr. Ring advised that the District's funds available were \$423,785.04. However, after considering the Restricted Funds, the District's total unrestricted funds were \$300,785.04.

Mr. Ring then presented the Department's bank balances at Stellar Bank for April 2024, but nothing had changed since the prior month. That is, the Department's checking account remained at \$10,000.00, and the Departments savings account balance was still at \$16,114.02. (See Exhibit "A-2").

Next, Mr. Ring reviewed the outstanding invoices to be paid and approved at the current meeting. Per Mr. Ring, the total expenses to be paid were \$9,617.92 (See Exhibit "A-3"). Mr. Ring directed the Commissioners to the following list of the invoices paid, or to be paid:

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Paid @ May 2024 Meeting					
Payee	Category	Check #	Date Incurred	Date Paid	Amount
Dish	OE-18 Internet & TV	AUTO	4/30/2024	5/4/2024	\$141.41
CenterPoint Energy	OE-17 Utilities (Electric & Gas)	AUTO	4/30/2024	5/8/2024	\$55.82
AT&T	OE-10 Telephone Service (Phone/Fax/Security)	AUTO	4/30/2024	5/9/2024	\$189.57
Sparklight	OE-18 Internet & TV	AUTO	4/30/2024	5/20/2024	\$84.99
Entergy	OE-17 Utilities (Electric & Gas)	AUTO	4/30/2024	5/24/2024	\$179.09
Gulf Coast Generators	OE-24 Annual Generator PM	1591	4/15/2024	5/20/2024	\$265.25
Bartlett's Cycle & ATV	OE-4 Vehicle Main/Repair/Pump Recertification	1592	4/24/2024	5/20/2024	\$554.33
Cal Bynum	OE-14 Medical Training (CPR & Other)	1593	5/20/2024	5/20/2024	\$100.00
Card Service Center	OE-6 Fuel	POP	4/30/2024	5/18/2024	\$299.15
Card Service Center	OE-23 Station Maintenance	POP	4/30/2024	5/18/2024	\$294.08
Card Service Center	OE-29 Meals	POP	4/30/2024	5/18/2024	\$205.43
Kaleb Barner - Unit #176	OE-12 Fuel Reimbursement	1594	5/15/2024	5/20/2024	\$91.12
Kaleb Barner - Unit #176	OE-25 Paid Salaries	1594	5/15/2024	5/20/2024	\$909.00
Matthew Behnken - Unit #178	OE-12 Fuel Reimbursement	1595	5/15/2024	5/20/2024	\$393.96
Matthew Behnken - Unit #178	OE-25 Paid Salaries	1595	5/15/2024	5/20/2024	\$1,215.00
Gabe Luke - Unit #183	OE-12 Fuel Reimbursement	1596	5/15/2024	5/20/2024	\$377.88
Gabe Luke - Unit #183	OE-25 Paid Salaries	1596	5/15/2024	5/20/2024	\$501.84
Joshua C. Heinz	AE-4 Legal Expenses	1597	4/30/2024	5/20/2024	\$350.00
Hubert Oxford, IV	AE-4 Legal Expenses	1598	4/30/2024	5/20/2024	\$350.00
Chris Gonzales	AE-13 Staff	1599	4/30/2024	5/20/2024	\$1,120.00
Chris Gonzales	OE-25 Paid Salaries	1599	4/30/2024	5/20/2024	\$1,440.00
Robert Ring	AE-13 Staff	1600	4/30/2024	5/20/2024	\$500.00
					\$9,617.92

Before concluding the discussion on the District's Financials, the Commissioners were asked to review the District's balance sheet and Income Statement for April 2024. Thereafter, no recommendations were made to move monies from the checking to savings account. (*See Exhibit "A-4"*).

Upon the conclusion of the discussion on the District's finances, Commissioner Hoyt Simmons made a motion to approve the April 2024: i) District and Department Account Summaries; ii) pay outstanding invoices; iii) approve the District's financial statements and bank reconciliations (*See Exhibits "A-1", "A-2", and "A-3"*). This motion was seconded by Commissioner Robert Barnett and unanimously approved by all the Commissioner's present.

Agenda Item No. 7 – Discuss and take-action, if necessary, on matters involving: 1) staffing; 2) purchase and/or 3) repair requests submitted by the Volunteer Fire Department.

The Chief discussed the need for more staffing by increasing pay on the weekends and possibly adding two (2) night shifts for the weekends. In response, the Commissioners asked staff to prepare a proposal to be considered at the next meeting.

No action was taken on this Agenda Item.

Agenda Item No. 8 - Discuss and take-action, if necessary, on needed action regarding applying for and/or accepting grants.

At this time, the Chief intends to apply for the Firehouse Subs grant in August for a new SBCA Refill Station.

No action was taken on this Agenda Item.

Agenda Item No. 9 – Chief’s Report.

The Commissioners reviewed the April 2024 Chief’s report which are summarized below. The Department and the District’s firefighters responded to nineteen (19) calls.

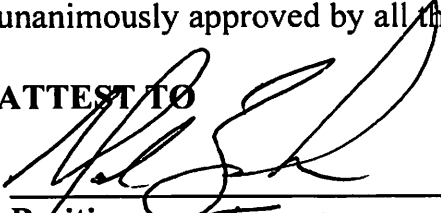
Date / Time	Response Address	Nature of Call	Disposition
4/1/24 - 06:42	Tallow Dr.	Fall w/ injuries	AEMS transported to St. Elizabeth
4/4/24 - 02:53	Moore Road	Possible vehicle fire	Unable to locate - false alarm
*4/5/24 - 08:16	Inwood Dr.	Fall w/ possible fx. Hip	AEMS transported to St. Elizabeth
4/5/24 - 21:29	Tallow Cir.	Seizures	Unknown if transported
4/6/24 - 11:51	Riverbend Dr.	Grass fire - requested MU	Extinguished - HCESD#5
*4/9/24 - 12:10	Sequoia Ln.	Seizures	AEMS transported to St. Elizabeth
4/10/24 -03:33	Tollivar Canal Rd.	Fall - diminished LOC	AEMS transported to Baptist
*4/15/24 - 08:16	Tram Rd. #9	Fall - General Weakness	AEMS transported to Baptist
4/16/24 - 18:56	Basswood Ln.	Fall w/ injury	AEMS transported to St. Elizabeth
4/19/24 - 21:40	Hwy 105 @ TCR	MVC	Cancelled enroute
4/20/24 - 02:01	Moore Rd.	Fall - no injuries	AEMS obtained refusal
*4/24/24 -12:48	Sequoia Ln.	Seizures	AEMS transported to St. Elizabeth
4/24/24 - 19:04	7800 Sweet Gum Rd.	Smoke investigation	Controlled burn - no hazard
*4/25/24 - 16:05	Moss Hill Dr.	Fall - no injuries	Lift assist only - no transport
*4/26/24 - 11:31	Callais Dr.	Unconscious	AEMS transported to Baptist
*4/26/24 - 17:12	Moore Rd.	Assault	AEMS transported to St. Elizabeth
*4/27/24 - 08:56	Alaskan Dr.	Choking	AEMS transported to Baptist
4/27/24 - 17:01	100 Boutwell Rd.	Grass fire	Extinguished - (assisted by JCESD#3)
4/30/24 - 19:49	Hwy #105	Fall w/ head injury	AEMS transported to St. Elizabeth

Upon the completion of the Chief’s report, no other matters were brought before the Commissioners.

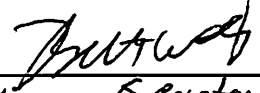
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There being no other matters to discuss, President Johnson thanked the Commissioners for attending and then set the next meeting. He then advised that the next Regular Meeting of the District would be on June 24, 2024 at 6:00 p.m. Thereafter, Commissioner Mark Zambardino made a motion to adjourn the meeting at 6:43 p.m. This motion was seconded by Commissioner Robert Barnett and was unanimously approved by all the Commissioners.

ATTEST TO



Position: Treasurer
Date: 6/24/24



Position: Secretary
Date: 6/24/24