

MILAM COUNTY EMERGENCY SERVICES DISTRICT NO. 1

MINUTES

A Regular Meeting of the Board of Emergency Services Commissioners of Milam County Emergency Services District No. 1 was held on Tuesday March 19th, 2024, 7:00 P.M. at the Milano Civic Center, 120 W Ave E, Milano, TX 76556.

The following Commissioners were present
STEPHEN HANEL
KAIN DODD
KIMBERLY KNAPEK
MIKEL REED

The following agenda items were considered, reviewed, discussed, and action may be taken as appropriate:

- 1) A quorum will be established, and the meeting of Milam County ESD #1 will be called to order.
A quorum was present with Commissioners Kain Dodd, Kimberly Knapek, Mikel Reed and Stephen Hanel attending in person. President Kain Dodd called the meeting to order at 7:02p.m..
- 2) Pledge allegiance to the American and Texas Flag.
- 3) Recognition of citizens and Citizen Comments.
No citizens were present. For additional visitors see sign-in sheet.
- 4) Consider the minutes of previous Milam County ESD #1 board meetings. Act on any corrections, changes, or approval of said minutes.
The minutes of the previous regular meeting held on March 5th, 2024 at the Milano Civic Center were presented by President Kain Dodd. There were no additions, corrections, or amendments to the minutes. Commissioner Reed made a motion to approve the minutes, seconded by Commissioner Knapek, all were for, none were opposed, motion passed.
- 5) Reports from Special Committees
 - a. EMS Contract Committee - Mikel Reed and Kain Dodd
Commissioners Reed and Dodd toured the Rockdale and Cameron EMS stations on March 14th. Commissioner Dodd received copies of the current AMR and PHI contracts from Milam County. Commissioners Reed and Dodd will meet with AMR to begin discussion of the upcoming contract renewal.

- b. Station Committee - Stephen Hanel and Mikel Reed
The board discussed and agreed to amend the station committee members. The new station committee members will be Stephen Hanel and Rebecca Gerren. Commissioner Hanel met with the City of Cameron to discuss continuing the lease agreement for EMS quarters inside of the Cameron Volunteer Fire Department.
 - c. Communications Committee - Stephen Hanel and Kain Dodd
Commissioners Hanel and Dodd requested permission from Milam County Emergency Management Coordinator Susan Reinders to join the Milam County Communications Committee. Permission was granted. Commissioner Hanel and Dodd will be added to the Milam County Communications Committee.
- 6) Consider creation of additional special committees for the purpose of investigating Milam County ESD #1 board objectives.
A Fire Department Liaison Committee was created by the Board members present. Commissioners Knappek and Reed will meet with local VFDs and discuss their EMS/First Responder needs.
 - 16) Review, discuss, and take appropriate action on insurance quotes for the District.
A presentation was given by Kyle Yeary, Commercial Risk Advisor Agent with First Insurance Services. The board reviewed a quote from Apogee Insurance Group for Director & Officer insurance. A motion was made by Commissioner Hanel and Seconded by Commissioner Dodd to table action on insurance quotes presented to the district. All were in favor, none were opposed, the motion passed.
 - 7) Discuss creation of a website for the District that meets SB2 and HB305 requirements.
Commissioner Hanel presented the Board with a quote from Clicktunity, LLC. A reconunendation was made by Commissioner Reed that the board receive multiple quotes before taking action. Commissioner Dodd will contact Streamline for a quote and report back to the board at the next meeting.
 - 8) Discuss creation of a Milam County ESD #1 logo/patch.
Commissioner Dodd is working with a logo designer to create a draft patch for the district. The draft has not been returned. Commissioner Dodd will present it to the board for review at a later date.
 - 9) Consider lease agreement between the City of Milano and the District for the purpose of establishing an administrative office.
On March 18th at a regular meeting of the Milano City Council, Commissioner Dodd presented the City of Milano with a lease agreement requesting permission to lease administrative office space inside the Milano Civic Center located at 120 W Ave E, Milano, TX 76556. The City Council agreed to lease an office within the Milano Civic Center to the District. The lease would be in effect from April 1, 2024 - December 31, 2024 at a cost of \$1. A motion was made by Commissioner Hanel and seconded by

- Commissioner Knapek to accept the lease agreement. All were for, none were opposed, the motion passed.
- 10) Publish notice of street address of the District's administrative office in newspaper of general circulation per Section 775.036.
Commissioner Dodd will publish notice of the Districts new administrative office per Section 775.036.
 - 11) Report on status of Treasurers fiduciary bond to be set by the County Judge and filed with the Milam County Clerk.
Commissioner Reed reported that Judge Whitmire has placed this item on the Milam County Commissioners Court agenda for March 25, 2024. For additional information see Milam County Commissioners Court agenda item #14.
 - 12) Set the fiscal year for the District's operations.
A motion was made by Commissioner Hanel and seconded by Commissioner Dodd to table item number 12. All were for, none were against, motion passed.
 - 13) Review, revise, and approve a request for proposal for certified public accounts to conduct audits for District and contractor(s) to District.
Commissioner Dodd has reached out to Charity V. Taber, CPA with Oliver, Rainey, & Wojtek in Burnet, TX. Commissioner Dodd has not heard back from Mrs. Tabor. Commissioner Dodd will report back to the Board at the next meeting.
 - 14) Selecting depository bank for District accounts and action related to signatory authority for same.
A motion was made by Commissioner Hanel and seconded by Commissioner Knapek to select Classic Bank in Cameron, TX as the official depository for the District accounts. All 5 board members will be on the signature card for the account. A vote was called by President Dodd. All were for, none were opposed, the motion passed.
 - 15) Repeal of Goods-in-Transit Exemption
Commissioner Dodd will consult with the Districts attorney. A motion was made by Commissioner Knapek and seconded by Commissioner Dodd to table agenda item #15. All were for, none were against, the motion passed.
 - 17) Report on status of Open Meetings/Public Information Act training for Commissioners, and possible action on the same.
All commissioners have completed their required training.
 - 18) Report on status of ESD Commissioner training certificates from the 2024 Texas State Association of Fire and Emergency Districts (SAFE-D) Conference.
All Commissioners present have submitted their SAFE-D training certificates for CE credit.

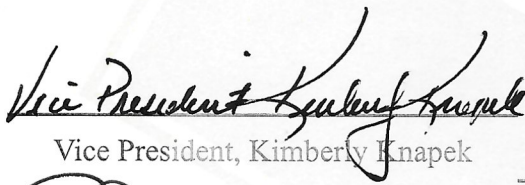
19) Adjourn.

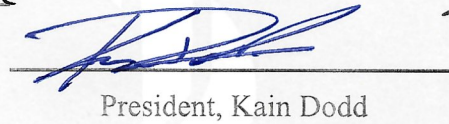
A motion to adjourn was made by Commissioner Knappek and seconded by Commissioner Reed. All were for, none were against, the meeting was adjourned at 8:27p.m..

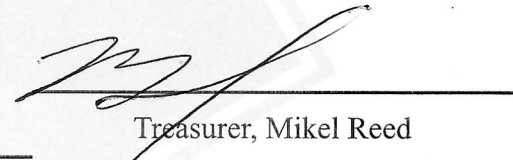
The above and foregoing Minutes for Tuesday, March 19th, 2024 have been examined and approved in an Open Meeting of the Milam County Emergency Services District No. 1.

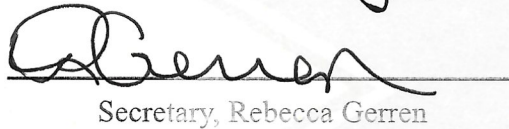
Statement of Approval

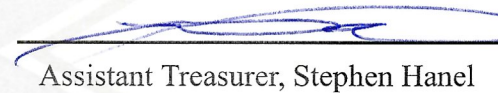
Date: 4/02/2024


Vice President, Kimberly Knappek


President, Kain Dodd


Treasurer, Mikel Reed


Secretary, Rebecca Gerren


Assistant Treasurer, Stephen Hanel

Supporting documents may be obtained by Public Information Request.