



MINUTES

COUNTY OF ROCKWALL EMERGENCY SERVICES CORPORATION

ROCKWALL HISTORIC COURTHOUSE 101 EAST RUSK ROCKWALL, TEXAS 75087 972-882-2840

Regular Board Meeting

Wednesday, June 25, 2008 5:00 p.m.

Board Members Present:

Bill Broderick
Bill Cecil
Lorie Grinnan
Steve Hatfield
Bob Hille
Cindy Rushing
Cliff Sevier

Board Members Absent:

Wanda Cooper
Chris Florance
Don Becknell

GENERAL BOARD MEETING

1. Call to order

Board President Bill Cecil called the meeting to order at 5:03 p.m. and introduced new board members Bill Broderick from Fate and Cliff Sevier from Rockwall.

2. Discuss and consider nominations for and appointment of a new Secretary for the ES Corporation and take any action necessary.

Bill Cecil made a motion to appoint Cliff Sevier as the new Secretary for the ES Corporation. Lorie Grinnan seconded the motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper, Florance, Mellody).

3. Discuss and consider approval of the minutes from the April 30, 2008 regular ESC board meeting and take any action necessary.

Grinnan made a motion to approve the minutes from the April 30, 2008 board meeting. Bill Broderick seconded the motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper, Florance, Mellody).

4. Appointment with Conway CPA to hear FY2007 audit report and take any action necessary.

Mike Conway of Conway CPA was present to deliver the written audit report and brief the board on the audit results. He indicated that a clean opinion had been issued and offered information on the corporation's net assets and financial statement notes. Mr. Conway recommended that the board purchase a simple accounting software program such as Quickbooks to assist with bookkeeping.

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Grinnan made a motion to authorize up the \$500 for the purchase of bookkeeping software to be used by the Corporation. Bob Hille seconded the motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper, Florance, Mellody).

- 5. Discuss and consider a proposal from Conway CPA for the FY2009 audit of the ES Corporation and take any action necessary.

Board treasurer Bill Sinclair indicated that he had asked Conway for a quote on the FY2008 so that this figure could be included in the upcoming FY2009 budget proposal. Conway indicated to Mr. Sinclair that they would reduce the quoted cost of the audit by ten percent (10%) if the figures are submitted to Conway in October.

Grinnan made a motion to accept the quote for inclusion in the FY09 budget proposal. Sevier seconded the motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper, Florance, Mellody).

- 6. Discuss and consider the FY2009 Administrative/Operating Budget for the ES Corporation and take any action necessary.

City of Rockwall Finance Director Mary Smith briefed the board on the details of this budget proposal.

Steve Hatfield made a motion to accept the FY 2009 Administrative/Operating Budget proposal. Hille seconded the motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper, Florance, Mellody).

- 7. Discuss and consider the FY2009 Law Enforcement Firing Range Maintenance & Operating Budget and take any action necessary.

Mrs. Smith briefed the board on the details of this budget proposal and indicated that the financial allocations due by each entity are based on actual law enforcement officers as of April 1.

Hille made a motion to accept the FY2009 Law Enforcement Firing Range Maintenance & Operating Budget proposal. Grinnan seconded the motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper, Florance, Mellody).

- 8. Discuss and consider the FY2009 Law Enforcement Firing Range Debt Service Budget and take any action necessary.

Rockwall Police Chief Mark Moeller briefed the board on wind damage recently sustained at the firing range and indicated that two sections of the roof were damaged on the north end of the building. He is currently working with the insurance company to resolve this issue and arrange for repairs. Chief Moeller is in discussions with the architect to find out how much wind (in miles-per-hour) the building was designed to withstand. He is also speaking with the engineer regarding drainage concerns at the facility. Bill Sinclair stated that First Southwest has accepted using excess bond funds to correct the drainage problems at the facility if necessary.

Cindy Rushing made a motion to accept the FY2009 Law Enforcement Firing Range Debt Service Budget as proposed. Hatfield seconded the motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper, Florance, Mellody).

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108 9. Discuss and consider the FY2009 Emergency Management Program Budget and take any
109 action necessary.
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111 **Mrs. Smith briefed the board on this budget proposal and indicated that the proposal is based**
112 **on last year's population estimates. The North Central Texas Council of Governments**
113 **(NCTCOG) should release updated population estimates in the upcoming days, at which time**
114 **the allocations will be adjusted accordingly.**
115

116 **Rockwall County Emergency Management Coordinator Joe DeLane pointed out one capital**
117 **item request for a new vehicle. He indicated that the department currently has two 'out of**
118 **service' vehicles from the Sheriff's Office, and they have over 100,000 miles on each of them.**
119 **The department is requesting \$18,500 for the purchase of a Chevy Impala. Mr. DeLane also**
120 **briefed the board on the 3% cost of living and 2% step raise for employee salaries. He also**
121 **indicated that some overtime monies are being requested because the Emergency**
122 **Management Specialist has already topped out his comp time.**
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124 **Hatfield made a motion to accept the FY2009 Emergency Management Program Budget.**
125 **Grinnan seconded the motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper,**
126 **Florance, Mellody).**
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128 10. Hear update on Emergency Management Program and take any action necessary.
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130 **Mr. DeLane indicated that the County has achieved an intermediate level of preparedness from**
131 **the State, which means that the county and its jurisdictions are in full compliance to apply for**
132 **grant funds. He stated that approximately seventy people throughout the County have**
133 **received National Incident Management System (NIMS) training. Staff is currently working to**
134 **train volunteers on distributing mass medications for biological of pandemic flu incidents.**
135 **The department is also working with the Red Cross to identify possible shelters for hurricane**
136 **evacuees.**
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138 **No action was taken by the board related to this item.**
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140 11. Hear treasurer's report and update and take any action necessary.
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142 **Bill Sinclair offered a brief summary of the status of the corporation's accounts. He indicated**
143 **that he had inadvertently failed to bill Rowlett for its portion of the Administrative/Operating**
144 **Budget for the current fiscal year but will do so promptly. He also sought approval for**
145 **payment of the audit to Conway CPA in the amount of \$2,900.**
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147 **Grinnan made a motion to approve total payment to Conway CPA in the amount of \$2,900.**
148 **Hille seconded the motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper,**
149 **Florance, Mellody).**
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151 **Hille made a motion to accept the treasurer's report. Sevier seconded the motion. The motion**
152 **passed by a vote of 7 ayes and 3 absent (Cooper, Florance, Mellody).**
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154 12. Adjournment
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156 **Bill Cecil adjourned the regular board meeting at 5:50 p.m.**
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158 **SPECIAL SERVICES BOARD MEETING**

159 1. Call to order
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161 Cecil called the meeting to order at 5:50 p.m.
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- 163 2. Appointment with Rockwall resident Hazel Rigsby to discuss a program related to patient
164 medications and patient medical history and take any action necessary.
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166 Mrs. Rigsby indicated that she previously lived in Texas City, TX, and she explained to the
167 board a program they had in place in that city to help inform EMS personnel of a patient's
168 medications and medical history upon arrival. She indicated that the patient's information was
169 kept in a medicine bottle and placed in the freezer for reference if EMS were to ever respond to
170 a person's home for care. Cecil asked Mitch Ownby of Rockwall County EMS to research this
171 program further and bring back recommendations to the next board meeting for consideration.
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- 173 3. Discuss and consider FY2009 EMS Budget and take any action necessary.
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175 Rockwall Finance Director Mary Smith briefed the board on this budget proposal. She
176 indicated that half of the amount is the responsibility of Rockwall County, with the other
177 entities picking up the remaining fifty percent on a per capita basis. This budget will need to
178 be adjusted when the new NCTCOG population projects are released in the upcoming days.
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180 Hatfield made a motion to accept the FY2009 EMS Budget proposal. Sevier seconded the
181 motion. The motion passed by a vote of 7 ayes and 3 absent (Cooper, Florance, Mellody).
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- 183 4. Hear update from Medic Rescue regarding contract compliance, audit and reports and take
184 any action necessary.
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186 Mitch Ownby briefed the board on the rising call volume and indicated that while response
187 times are okay at this point, the increased construction and traffic may pose a problem in the
188 future. He offered general information about community outreach programs that EMS
189 participated in during the previous month.
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191 Steve Athey, EMS consultant with Healthcare Visions stated that response times, reporting
192 and collections all look good. He stated that there is nothing concerning to report at this time.
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- 194 5. Adjournment
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196 Grinnan made a motion to adjourn the meeting. Sevier seconded the motion. The meeting
197 adjourned at 5:55 p.m.
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199 ADOPTED AND APPROVED this 23rd day of July, 2008.
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William (Bill) R. Cecil
President, Board of Directors
County of Rockwall ESC

ATTEST:


Clifford Sevier
Secretary, Board of Directors
County of Rockwall ESC

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