

---

## MINUTES

### **COUNTY OF ROCKWALL EMERGENCY SERVICES CORPORATION**

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

#### **Regular Board Meeting**

**Wednesday, February 28, 2007 5:00 p.m.**

#### **Board Members Present:**

Dennis Alsup  
Bruce Beaty  
Bill Cecil  
Chris Florance  
David Hill  
Robert Hille  
Stephen Straughan

#### **Board Members Absent:**

Wanda Cooper  
Steve Hatfield  
Jim Mellody

---

#### **General Board Meeting**

##### **1. Call to order**

Bruce Beaty called the meeting to order at 5:08 p.m.

##### **2. Discuss and consider approval of the minutes from the January 24, 2007 regular ESC Board Meeting and take any action necessary.**

\* Bill Cecil made a motion to approve the minutes.

\*\* Hill seconded the motion.

\*\*\* The motion passed unanimously.

##### **3. Hear update from Chief Mark Moeller regarding the Rockwall Regional Firearms Training Facility and take any action necessary.**

Rockwall Police Chief Mark Moeller indicated that they have 'gone vertical' and started lifting walls yesterday. Once the walls go up, the steel will go in. Construction is progressing well other than a few, minor weather delays. The contractor has submitted a change order asking for more time just in case, but they felt confident that they can make up lost time as they go along. Mid June was the estimated completion date, and they are now asking for a late July completion date. They still feel, however, that they can complete it by mid June as originally planned.

**4. Discuss and consider approval of invoices for payment and take any action necessary.**

Moeller briefed the board on invoices to be paid.

Regarding the CMJ Engineering invoice for materials testing in the amount of \$1,851.00,

\* Cecil made a motion to approve the invoice

\*\* Straughan seconded the motion.

\*\*\* The motion passed unanimously.

Regarding an invoice for a regular payment to Modern Contractors in the amount of \$83,580.05,

\* Cecil made a motion to approve the invoice

\*\* Alsup seconded the motion.

\*\*\* The motion passed unanimously.

**5. Discuss and consider approval of change orders related to construction of the Rockwall Regional Firearms Training Facility and take any action necessary.**

Moeller briefed the board on a change order from Modern Contractors for 21 days of weather delays. He also informed the board of a change order request in the amount of \$24,030.40 to cover the cost of adding a dust collection system, an additional concrete pad for this device and the electrical wiring to make it function. He updated the board on the status of the contingency fund.

\* Cecil made a motion to approve the change order for \$24,030.40

\*\* Alsup seconded the motion

\*\*\* The motion passed unanimously.

Moeller told the board about two invoices that inadvertently got overlooked at the last board meeting because they were tucked inside of a large stack of gun range-related documents.

\* Cecil made a motion to approve a ratification of these paid invoices.

\*\* Alsup seconded the motion

\*\*\* The motion passed unanimously.

**6. Hear treasurer's report / update from Bill Sinclair and take any action necessary.**

Bill Sinclair was not present. This item was delayed until the next board meeting.

**7. Discuss and consider approval of a contract between the County of Rockwall Emergency Services Corporation and Rockwall County for emergency management services and take any action necessary.**

Lieutenant David Davis, Rockwall County Sheriffs Office, briefed the board on the contract and provided a history and status of hiring emergency management personnel for a countywide emergency management program. He explained that the contract was developed after input from the Sherriff, himself and a couple of the city administrators in the county. The document has been reviewed by a City of Rockwall attorney as well as the County District Attorney's office. The county district attorney had one minor addition which still needs to be added to the document.

Kristy Ashberry, City of Rockwall Emergency Management Coordinator, gave the board a more in depth explanation of the history of events leading up to the creation of this contract.

Beaty asked if there is any reason why the board needs to approve the contract today, or is it possible to do so at next month's board meeting.

Davis stated that funding for this program was approved and available last October, and there have already been substantial delays in getting this program off the ground. He respectfully requested that the ES board take action on the contract now.

\*Cecil made a motion to approve the contract as presented with the additional language requested by the county district attorney.

\*\* Hille seconded the motion.

\*\*\* The motion passed unanimously.

**8. Adjournment**

\* At 5:30 p.m. Hille made a motion to adjourn the regular board meeting.

\*\* Alsup seconded the motion.

\*\*\* The motion passed unanimously.

**Special Services Board Meeting**

**1. Call to order**

Beaty called the meeting to order at 5:31 p.m.

**2. Discuss and consider options for conducting Medic Rescue's 2006 annual audit and take any action necessary.**

Mary Smith, City of Rockwall Finance Director, briefed the board on Medic Rescue's audit options, including the possibility of using Conway CPAs or Medic Rescue's accountant to perform the required audit.

Mitch Ownby, Medic Rescue, explained that the requirements and scope of work associated with performing an audit have become more complicated, and they would prefer to submit a 'review' of their finances to the board instead of a full blown 'audit.' The cost associated with having an audit performed is much greater than that of having

a review performed. He indicated that it is his understanding that a review provides the same financial information and data as an audit.

Beaty referred to Mary Smith and John Blackwood, Rockwall County Auditor, to provide the board with an opinion on whether the board should require Medic Rescue to undergo and submit a 'review' or an 'audit.'

Blackwood indicated that the cost to perform an audit is not cost prohibitive. Conway CPAs has submitted a letter agreeing to perform the audit for \$4,500, which would be certified and official. He feels that they should undergo an audit. Also, the contract between Medic Rescue and the ES board stipulates that they need to perform an audit.

Smith pointed out that an independent auditor will still need Medic Rescue's accountants to put together the financial statements and prepare them for the audit. There will likely be costs associated with this.

County Judge Chris Florance asked who suggested a review instead of an audit. Ownby indicated that it was either his accountant or an auditor, but he was uncertain.

Blackwood pointed out that an auditor is a separate entity, an independent CPA firm, whereas Medic Rescue's accountant is closely associated with Medic Rescue.

Smith stated that Bailey Accounting Firm used by Medic Rescue in the past is quoting a very large dollar amount in order to complete the audit. Conway CPAs, on the other hand, has stated that they can complete the audit for \$3,500 - \$4,500 and will sign a contract agreeing not to exceed \$4,500.

\*Hill made a motion to require Medic Rescue to have a full audit performed.

\*\* Hille seconded the motion.

Cecil asked what the differences are between a review and an audit. He also inquired as to the advantages and disadvantages of each.

Smith explained that the ES Corporation audit cost \$1,800 to perform. The difference between a review and an audit, according to Medic Rescue's accounting firm is tens of thousands of dollars. In a 'review,' they look at financial statements and perform a limited number of tests to ensure that the dollar amounts are correct. An audit, on the other hand, is a more extensive process and provides an extensive number of tests to verify the accuracy of dollar amounts. An audit is also accompanied by a signed, professional opinion. It is typically more accurate and provides a stronger statement.

Straughan restated that Conway CPAs will agree to perform the audit for no more than \$4,500.

Cecil expressed that he has not been provided with enough information to justify requiring anything other than an audit.

\*\*\* Motion to require Medic Rescue to have a full audit performed passed unanimously.

**3. Hear update from Medic Rescue regarding contract compliance, audit and reports and take any action necessary.**

Ownby stated that Medic Rescue has compiled new reports to more clearly show response times and demand analysis. He stated that demands and call volumes are increasing, and a truck that was retiring at 6:00 p.m. on weekdays is now kept active until 8:00 p.m. Right now, the additional income that is being generated from the increased calls is covering the costs associated with increased demands. A late response time report will be presented to the board each month for review. Currently, response time compliance is at 93.2% for urban priority 1 calls. It had been at about 96-97%, but the demand has increased.

Straughan expressed concern about calls that exceed the seven minutes. He would like a more detailed explanation of why times are exceeded. Dispatch communication breakdowns and inefficiencies may be slowing down response times.

\*Cecil made a motion to appoint a subcommittee of police chiefs, communications supervisors, and city managers to study the current 9-1-1 emergency dispatch system and make recommendations to the ES Corporation for improvement by the next board meeting.

\*\* Hille seconded the motion

\*\*\*The motion passed unanimously.

Moeller pointed out that the direct ring down line between Rockwall PD dispatch and Medic Rescue is not currently being audio recorded by Medic Rescue, but Rockwall PD has begun efforts to record the line on its end.

Beaty and Ashberry will get together to identify more specifically the individuals that should to serve on this technical subcommittee.

Florance asked if we are dealing with isolated incidents or if we are failing on response times. Cecil clarified that no, we are not failing, but some time is being lost due to the time associated with gathering call information, relaying that information and dispatching the call. Florance asked if Medic Rescue is meeting response times agreed to in the contract. Ownby indicated that yes, they are being met in accordance with the contract.

#### 4. Adjournment

\*At 6:10 p.m. Cecil made a motion to adjourn the meeting.

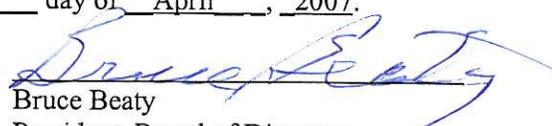
\*\* Straughan seconded the motion

\*\*\* The motion passed unanimously.

**ADOPTED AND APPROVED** this 4th day of April, 2007.

ATTEST

  
\_\_\_\_\_  
Stephen Straughan  
Secretary, Board of Directors  
County of Rockwall ESC

  
\_\_\_\_\_  
Bruce Beaty  
President, Board of Directors  
County of Rockwall ESC