**North Blanco County Emergency Services District #1**

**P.O. Box 494**

**Johnson City, Texas 78636**

**May 15, 2023**

The North Blanco County Emergency Services District #1 met at 7:00 p.m. on May 15, 2023 at the North Blanco County EMS building in Johnson City, Texas. The following commissioners were present: David O’Bannon, Kay Odiorne, Brandt Raeburn, Kirk McElhinney and Mike Megna. The following persons were also present: Ben Oakley, Wes Patton, Matt McMain, Bill Burden, Jim Araas, Taggert Raffety, Ray Bible, Tricia Hartmann, and Julie Shanks.

**Item No. 1. Call to order and establish a quorum.**

**Item No. 2. Citizen Comments.** None

**Item No. 3. Approval of the minutes of the April 17, 2023 regular meeting.** The minutes from the April 17, 2023, regular meeting were approved with a motion made by Brandt Raeburn and seconded by Mike Megna; passed unanimously.

**Item No. 4. Treasurer’s Report.** The Service District Financial Statements as of April 2023 were approved upon a motion made by Kirk McElhinney and seconded by Brandt Raeburn; passed unanimously.

**Item No. 5. Consider, discuss, and take appropriate action on the following.**

1. **Discuss and consider adopting Records Management Program.** This resolution (see attached #1) was approved upon a motion made by Mike Megna and seconded by Brandt Raeburn; passed unanimously.
2. **Discuss and consider Resolution Adopting Investment Policy, Strategies, Guidelines and Management practices.** This resolution (see attached #2) was approved upon a motion made by Mike Megna and seconded by Kirk McElhinney; passed unanimously.
3. **Appoint investment management officer (Secretary or Treasurer).** Kay Odiorne was appointed the investment management officer upon a motion made by Kirk McElhinney and seconded by Mike Megna; passed unanimously.
4. **Review Investment Report.** The balance sheet was reviewed
5. **Discuss 2023 Tax evaluation from Blanco County Appraisal District.** Money coming is will be good and it was agreed to keep at least 3 months of running expenses available at all times.
6. **Review Resolution Regarding Public Participation at Open Meetings and make changes as appropriate.** Tabled for a future meeting.

**Item No. 6.** **Report of Service Providers in District territory:**

1. **Report from representative of Johnson City Volunteer Fire Department on emergency or non-emergency incidents to which it responded in District** **territory for April 2023, if any, and presentation of request for funds.** A spreadsheet from the Johnson City VFD was presented in the amount $22,778.63 for April 2023; this was approved for payment upon a motion made by Mike Megna and seconded by Brandt Raeburn; passed unanimously. JCVFD had 34 calls for the month.
2. **Report from representative of Round Mountain Volunteer Fire Department on emergency or non-emergency incidents to which it responded in District** **territory for April 2023, if any, and presentation of request for funds.** A spreadsheet from the Round Mountain VFD was presented in the amount $18,724.41 for April 2023; this was approved for payment upon a motion made by Kirk McElhinney and seconded by Kay Odiorne; passed unanimously. RMVFD had 11 calls for the month. Capital expense draw request #4 was presented in the amount of $8,375.33.
3. **Report from representative of North Blanco County EMS on emergency or non-emergency incidents to which it responded in District** **territory for No April 2023, if any, and presentation of request for funds.** EMS reported that they had 76 calls for the month. 1 EMT is moving to part time, 1 EMT moved to full time and paramedic spot was filled. The community paramedic program had 216 calls.

**Item No. 7. Payment of Bills.** The following bills were presented for payment, The Carlton Law Firm in the amount of $1,648.94, Beauvais Design in the amount of $75.00 and Julie Shanks in the amount of $316.35. The bills were approved for payment upon a motion made by Mike Megna and seconded by Brandt Raeburn; passed unanimously.

**Item No. 8. Transfer funds if necessary.** Funds will be transferred as needed

**Item No. 9. Set date, time, and location of next meeting of ESD.** Next regular meeting scheduled for Monday June 19, 2023 at 7:00 at the North Blanco County EMS building in Johnson City, TX.

Respectfully submitted.

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President Secretary/Treasurer

David O’Bannon Kay Odiorne