MINUTES

COUNTY OF ROCKWALL EMERGENCY SERVICES CORPORATION

ROCKWALL HISTORIC COURTHOUSE 101 EAST RUSK ROCKWALL, TEXAS 75087 972-204-6000

Regular Board Meeting

Wednesday, February 22, 2017 5:00 p.m.

GENERAL BOARD MEETING

Board Members Present:	**Board Members Absent:**
David Billings (Fate)	**Nathan Hodges (McLendon Chisholm)**
Jim Pruitt (Rockwall)	**Dana Lawson (Mobile City)**
Dennis Lewis (Rockwall)	**Barry Brooks (Heath)**
Cliff Sevier (Rck. County)	
Lorne Megyesi (Fate)	
Janet Nichol (Royse City)	
David Sweet (Rck. County)	
Debby Bobbitt (Rowlett)	

GENERAL BOARD MEETING

1. Call to order

President of the ES Corp., David Sweet, called the meeting to order at 5:00 p.m. with the above listed board members being present and absent.

2. Discuss / act on approval of the minutes from the Jan. 25, 2017 regular ES Corporation Board meeting and the Jan. 30, 2017 special ES Corporation (Ambulance Services) Board Meeting, and take any action necessary.

Board Member Megyesi moved to approve the minutes from the Jan. 25, 2017 meeting. Board member Sevier seconded the motion, which passed unanimously of those present (3 absent – Brooks, Hodges and Lawson).

Board Member Nichol moved to approve the minutes from the Jan. 30, 2017 special board meeting. Board Member Megyesi seconded the motion, which passed unanimously of those present (3 absent – Brooks, Hodges and Lawson).

3. Discuss / act on ES Corp. Treasurer's Report

David Peek, ES Corp. Treasurer, briefed board members on his monthly, including brief details concerning the account balances, payments made to and by the Corporation, and the upcoming fiscal year 2016 audit. He explained that the audit is being conducted by an outside firm, and a final report is anticipated by May or June. In addition, he mentioned the need for the authorized bank account signatories to be updated with the local bank. He shared that each check requires two signers. It was suggested that this topic be placed as a discussion / action item on next month's agenda and that perhaps Board Member Nichol could replace Steve Hatfield, who is a former board member and bank signer who is no longer a part of the ES Corp. Board Member Billings asked when the ES Corporation's fiscal year begins and ends, and Mr. Peek let him know that it is an October 1st through September 30th fiscal year cycle. Following additional, brief comments, Board Member Billings moved to accept the treasurer's report as presented. Board Member Lewis seconded the motion, which passed unanimously of those present (3 absent – Brooks, Hodges and Lawson).

4. Discuss / act on payment of invoices related to publication of public notice associated with the Request for Proposals (RFPs) for a countywide ambulance contract in local newspapers

Sweet provided brief comments concerning this agenda item, generally indicating that board members were provided with details concerning these expenses in their informational meeting packet. He shared that these costs were associated with publishing notice in local newspapers about the countywide ambulance service RFP (requests for proposals). Following brief comments, Board Member Lewis made a motion to authorize payment of these invoices / expenses. Board Member Nichol seconded the motion, which passed unanimously of those present (3 absent – Brooks, Hodges and Lawson).

5. Discuss / act on Emergency Management Program Report

Joe DeLane, County Emergency Management Coordinator, came forth and updated the board on his monthly report. He shared that routine updates to the countywide Emergency Operations Plan (EOP) will be ongoing from now through the fall. Also, the mitigation plan consultant that was hired to assist with writing of said plan has indicated that the State of Texas (Division of Emergency Management) is behind on getting pending plans approved due to high employee turnover. So, approval of Rockwall County's plan has been delayed. Also, a Storm Spotter training class was recently held this past Saturday, and about eighty (80) people attended. In addition, a Local Emergency Planning Committee (LEPC) meeting was recently held, and about 10 people came. Mr. DeLane explained some details about the purpose of an LEPC, generally indicating that it involves local industries and companies in the community that store and/or use hazardous materials. He shared that his staff plans to personally go by and visit with companies to encourage their future participation. In addition, he may look to the local Chamber of Commerce and / or the Rockwall Economic Development Corporation for assistance in obtaining good contact information for local businesses and encouraging participation. He shared that this Friday, a quarterly meeting will be held with volunteers and those associated with the donations management and coordination group. Finally, he indicated that the department recently submitted its

annual grant application for CERT (Community Emergency Response Team). The board took no action following Mr. DeLane's report.

6. Adjournment

Sweet adjourned the general meeting at 5:15 p.m.

<u>AMBULANCE SERVICES BOARD MEETING</u>

Board Members Present:	**Board Members Absent:**
David Billings (Fate)	**Nathan Hodges (McLendon Chisholm)**
Jim Pruitt (Rockwall)	**Dana Lawson (Mobile City)**
Dennis Lewis (Rockwall)	**Barry Brooks (Heath)**
Cliff Sevier (Rck. County)	
Lorne Megyesi (Fate)	
Janet Nichol (Royse City)	
David Sweet (Rck. County)	

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1. Call to order

Sweet called the meeting to order at 5:15 p.m. with the above listed individuals being present and absent.

2. Discuss / act on monthly reports from Medic Rescue related to EMS contract compliance

Mitch Ownby of Medic Rescue came forth and addressed the board concerning his monthly ambulance / EMS reports, including recent community-related activities, monthly billing activity and response time compliance. Following brief comments, the board took no action concerning this agenda item.

3. Hear update regarding process associated with solicitation of proposals for a countywide ambulance services contract

Joe DeLane, County Emergency Management Coordinator, spoke during this item, generally indicating that a pre-proposal conference was held with companies who may be interested in submitting proposals. He shared that representatives from eight (8) different ambulance (EMS) companies were in attendance at said meeting. The ES Corporation's consultant, Mr. Shrader of The Polaris Group, facilitated the pre-proposal meeting and that he basically went through the RFP document and allowed for questions to be asked concerning the document and/or the process. Surprisingly, no questions were verbalized; however, companies were allowed two days to submit written questions. Two companies – AMR and Medic Rescue – did submit questions, and staff is working with the consultant to develop written answers to questions posed. The information will be shared with all of the ambulance companies and will be posted on the ES Corporation's webpage on the county's website. Brief discussion took place pertaining to possible "response time zones" within Rockwall County. The board took no action following conclusion of this discussion item.

4. Adjournment

Sweet adjourned the meeting at 5:34 p.m.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE COUNTY OF ROCKWALL EMERGENCY SERVICES CORPORATION ON THIS THE 22nd DAY OF March, 2017.

David Sweet
County Judge and President, County of Rockwall ESC Board of Directors

ATTEST:

Kristy Cole
Assistant Secretary, Board of Directors - County of Rockwall ESC