MINUTES

COUNTY OF ROCKWALL EMERGENCY SERVICES CORPORATION

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

Regular Board Meeting

Wednesday, January 15, 2020 - 5:00 PM

PRESENT	ABSENT
David Billings (Fate) (listened by phone)	Joe Burger (Fate)
Jim Bloom (McLendon-Chisholm)	
Trace Johannesen (Rck)	
Frank New (Heath)	
Janet Nichol (Royse City)	
Kenny Phillips (Mobile City)	
Jim Pruitt (Rck) (arrived at 5:03 p.m.)	
Cliff Sevier (Rck. Co.)	
Brownie Sherrill (Rowlett)	
David Sweet (Rck. Co.) (arrived at 5:10 p.m.)	

General Board Meeting

1. Call public meeting to order

Janet Nichol (Vice President of the ESC) called the meeting to order at 5:00 p.m.

2. Open Forum / Public Comments

No one indicated a desire to address the Corporation during this time.

3. Discuss / act on approval of the minutes from the December 4, 2019 ES Corp. Board meeting

Board Member New moved to approve the minutes. Board Member Sherrill seconded the motion, which passed unanimously of those present (Burger, Sweet and Pruitt absent).

4. Discuss / act on monthly Treasurer's Reports

David Peek, Treasurer of the ESC, briefed the Board on monthly reports for November and December. Board Member Johannesen moved to accept both reports. Board Member New seconded the motion, which passed unanimously of those present (Burger, Sweet and Pruitt absent).

Board Member Pruitt arrived at this juncture (5:03 p.m.).

5. Discuss / act on engagement letter between the ES Corp. and Rutherford, Taylor, & Company, P.C. to perform the Corporation's fiscal year audit for 2019

Peek explained that it is now time to hire a firm to conduct a fiscal year audit of the Corporation. He briefly explained the expectations associated with the audit and asked if there were any questions. There being none, Sevier moved to authorize Sweet to sign the engagement letter, as presented. Billings seconded the motion, which passed unanimously of those present.

6. Discuss / act on monthly Emergency Mgmt. Program report

Barbara Neville, Rockwall County Emergency Management Coordinator, briefed the board on her department's monthly report. She indicated that Jarod, Deputy EMC, is working with Fate to plan a countywide, full-scale exercise for July. All public safety agencies and dispatch centers will be encouraged to participate. Regarding the ambulance services contract, standard operating procedures have now been put in place to help manage the oversight of that contract ('contract administrator' duties). Mrs. Neville mentioned that her office recently did a 'low level activation' of the Emergency Operations Center during recent protests. Also, the first bi-monthly, countywide Emergency Management meeting was held with sixteen attendees. Furthermore, she and her staff will be working with each jurisdiction to identify roles and responsibilities in the Emergency Operations Center. One hundred thirty-one Rockwall County employees have signed up for an employee only NIXLE alert via text messaging.

President of the ESC, David Sweet, arrived to the meeting at this point (5:10 p.m.)

Mrs. Neville indicated that she is working with the Rockwall Veterans Business Alliance to begin establishing a relationship, as that organization may be willing to help tarp roofs after storms. Also, she is working on evaluating "situational awareness" type software that will help dispatch and others see the status of apparatus and other resources in "real time" following a major emergency or disaster.

Neville went on to share that the Cyber Security Working Group has met once, and she is working with Rockwall County attorney Craig Stoddart to develop some sort of confidentiality agreement for each jurisdiction to sign. Mr. Stoddart was present and indicated that he believes some sort of "interlocal non-disclosure / confidentiality agreement" may be the best solution. Extensive discussion ensued regarding what type of information may need to be kept confidential. It was suggested that the working group focus on developing a "best practices and procedures" type document to be used in the event of a cyber-attack in the county. Everyone seemed to agree. Stoddart then suggested that rather than trying to define within a Nondisclosure Agreement the type of information that would need to be kept confidential, the working group should move forward with developing the "best practices and procedures" and then prepare a Nondisclosure Agreement that keeps confidential "any information shared pursuant to the 'best practice and procedures' document." The idea seemed to have consensus during the discussion. It was agreed that members from each entity should be involved in the development of the best practice and procedures. It was further agreed that each member entity's IT department would need some type of approval from their governing body to move forward and work together to produce that document.

Following the discussion, the board took no formal action pertaining to this agenda item.

7. Adjournment

Sweet adjourned this portion of the meeting at 5:37 p.m.

AMBULANCE SERVICES (EMS) BOARD MEETING

1. Call public meeting to order

Sweet called this meeting to order at 5:37 p.m.

2. Discuss / act on Medic Rescue's monthly EMS/ambulance contract compliance reports

Martin Ramirez from Medic Rescue / Rockwall County EMS was present to address the board, briefing members on community events, vehicle updates, and response time performance for the months of November and December 2019. Sweet moved to accept the reports as presented. Nichol seconded the motion, which passed unanimously of those present.

3. Discuss / act on Medic Rescue's request for a three percent (3%) increase to the maximum average bill (MAB) chargeable to the public, as prescribed by the ambulance services contract

Mr. Ramirez briefly explained that Medic Rescue is asking the board to approve a 3% increase to the MAB rate. Board Member Pruitt pointed out that the contract stipulates that the contractor should make a request such as this October 1st annually – not in January. He questioned why the contractor did not come forth with this request several months ago in October instead of now. Following brief discussion, no action took place concerning this agenda item. Indication was given that perhaps Mitch Ownby of Medic Rescue could speak about this item at a future meeting. So, this item will be placed back on the agenda for consideration at the February board meeting.

4. Adjournment

Sweet adjourned the meeting at 5:48 p.m.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE COUNTY OF ROCKWALL EMERGENCY SERVICES CORPORATION ON THIS THE 19th DAY OF FEBRUARY, 2020.

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

County of Rockwall ES Corporation
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