



**BURNET COUNTY EMERGENCY SERVICES DISTRICT #8
SERVING BRIGGS/OAKALLA AREAS
MEETING MINUTES OF NOVEMBER 18, 2024 AT NEBCFR STATION # 2
LOCATED AT 2285 US 183 BERTRAM TX**

The following agenda items were discussed, considered and action taken as appropriate:

AGENDA

- 1. Call to order and establish a quorum.** *A quorum was established of Commissioners Shamard, Keith, Ewart and Eide. Commissioner Price was excused. Commissioner Shamard called the meeting to order at 5:40pm.*
- 2. Pledge of Allegiance and Invocation.** *The Pledge of Allegiance was led by Commissioner Shamard and Invocation by Fire Fighter Jessy Perry.*
- 3. Recognition of Citizens and Elected Officials.** *No citizens or elected officials where present.*
- 4. Citizen Comments on items not on the agenda:** Individual members of the public may address the Board for a maximum of three minutes per person on items not on the current agenda for a collective total of 15 minutes. *No formal action, discussion, deliberation, or comment by the board will be made for items not on the current agenda.*
- 5. Citizen Comments on agenda Items:** *There were no citizens in attendance.* Individual members of the public may address the Board for a maximum of three minutes per person, per item. Individuals may address the Board once per item. If a

translator is required, the speaker and the translator are allotted six minutes per agenda item to address the Board.

- 6. Review posted minutes for additions or corrections and approve minutes from the October 28, 2024, Regular Meeting.** *Commissioner Shamard presented a motion to include a budget revision to reflect the approval to purchase of a new Engine in the minutes. Documenting the purchase of the additional Engine was discussed. The motion to correct the minutes by Shamard was seconded by Commissioner Keith and approved by the Commissioner in a 4 to 0 vote. A typo was identified in item #8. Commissioner Eide made a motion to correct the error, second by Commissioner Keith. Motion approved 4 – 0. Motion by Ewart, second by Commissioner Keith to approve minutes as corrected. Motion passed 4 – 0.*
- 7. Review posted treasurer's report for any questions and approval for the month of October 2024.** *See number 6 above. Commissioner Ewart presented summary high lights. Some general discussion regarding future projections. Motion by Commissioner Shamard to accept Treasure's report, second by Commissioner Keith. Motion passed 4 to 0.*
- 8. Consider and take appropriate action on the following items:**

 - A. Approve payment of regular bills. *No regular bills were presented for payment*
 - B. *No report on accountant services because accountant is on vacation. No action taken.*
 - C. Commissioner Shamard explained the rational behind the budget change and moved that the operating budget be modified to reflect the final Auto/Property/Management/Liability policy cost of \$21,409.46 versus the \$20,000.00 budgeted amount. *Commissioner Keith made the motion with the second by Commissioner Eide. Motion passed 4 – 0.*
 - D. *Attending the SAFE – D 2025 Conference in February was discussed. General agreement that commissioners should attend if possible. It was also noted that a member of the department should attend. A motion was made by Commissioner Shamard that \$2,000 should be budgeted to cover estimated costs of attendance. Commissioner Ewart seconded. Motion passed 4 – 0.*

9. NBCFR performance reports

- A. *Chief Freitag III presented and reviewed the details of the reports:*
- B. *The department continues to operate within established parameters and goals.*
- C. *NBCFR Financial Reports. No reports presented. Discussed the issues associated with investigating and establishment of moving bank accounts from First State Bank of Burnet to the Cadence Bank. Motion by Commissioner Ewart, second by Commissioner Shamard. Commissioner Ewart to lead the effort.*

10. Fire Chief Report

- A. *Drive way for Station 4 has been completed and truck changes made. Truck installed at Station 4..*
- B. *Electrical work at ES 1 and ES 2 has been completed.*
- C. *ISO inspection preparation is progressing. ISO on site inspection expected October 19, 2024.*
 - i. *ISO preparation has exposed the requirement to have a “Draft Tank” for training purposes to be located at ES 2. Motion was made by Commissioner Keith with a second by Commissioner Eide that \$3,000.00 of the approved operating budget be earmarked for the Draft Tank.*

11. Consider and take appropriate action on the following items:

- A. **NBCFR Performance Measures Report.** *The Fire Chief presented a summary of the months activities. All metrics are within parameters established for ESD #8 and the Fire Department. Average response time is 7 minutes with an average of 6 responders. See Chiefs Report. Fire Marshal issued 13 Outdoor Burning Permits during the month. Fire Department will begin to track ambulance response time and “on-scene” time.*
- B. **NBCFR Financial Reports. Reviewed and discussed Fire Department financial reports prepared by the Chief**

12. Fire Chief and Fire Marshal’s Reports.

- A. *Update on new Engine 1, Attack 3 and Squad 4. The new Engine is on site and in use. Meets expectations of the department.*

- B. TCFP Site Visit Update and general TCFP Update. *Site visits where successful, only need to finish paper work.*
- C. Update on account transitions. Close bank account and move proceeds to the prevention program account. *Changes In progress.*
- D. *Fire Marshall reported the following:*
 - i. *The RV Park is making code required changes and will have 47 spaces.*
 - ii. *Fire Fly has approval from the state to install a very large propane tank.*

13. Study/Develop strategy to provide ambulance (EMS) Services to ESD #8

- A. *Commissioner Shamard presented several informative documents (to be attached to these minutes) to help explain the levels of emergency care and the effectiveness measures of care by for different geographic/demographic conditions. From the analysis provided by Commissioner Shamard ESD#8 would be categories as "RURAL". The standard response time for a RURAL area is a Median of 13-minutes/90th percentile is 26 minutes. Besides response time the commission discussed the various categories of trauma and other levels of emergent care. There is a reimbursement structure in place for EMS services that off-sets some of the cost of providing services.*
- B. *The studies indicate that there are 4 possible options for EMS TRANSPORT, they are:*
 - i. Do Nothing. Leave current system in place.
 - ii. Become an EMS Transport Provider (Start a new system just for ESD#8.)
 - iii. Contract with a private ambulance service.
 - iv. Contract with Burnet Fire Department.
- C. After significant discussion and evaluation of pros and cons of all 4 options it was generally agreed by the commissioners that Option 4 (Contract with Burnet Fire Department) presented the best approach for the citizens of ESD #8.
- D. Motion by Commissioner Keith with a second by Commissioner Shamard to form 3 sub-committees to further study/develop Option 4 strategies to provide ambulance (EMS) services to the ESD #8.by Contracting with Burnet Fire Department Motion passed 4 – 0 . Sub-committees are:

- i. Development Strategy (Keith and Shamard)
- ii. Buildings (Chief Freitag III and Eide)
- iii. Public Relations and Communication (Shamard and Keith)

14. As allowed by Texas Government Code 551.074: (a)-2. Burnet County ESD #8 board of commissioners will go into a Closed Meeting to discuss personnel matters and contract options. *ESD #8 Board of Commissioners did not go into a Closed Meeting.*

15. Set the date, time and location for the next ESD #8 board of commissioners meeting: The next meeting will be on **Monday December 23, 2024, 5:45 PM**, at the Northeast Burnet County Fire Rescue **Station # 2**, located at 2285 U S 183, Bertram, TX.

16. Adjourn