

WALKER COUNTY EMERGENCY SERVICES DISTRICT #2
411 FM 1375 E New Waverly, TX 77358

Meeting Minutes October 6, 2023

The WCESD2 Board met in open session in the meeting room of NWVFD, at Station 71 with President James Gregory presiding. Present were Commissioners: Jane Ellisor and Thomas Malak and Logan Moore. All members were present with the exception of Commissioner Keith Fitzpatrick, therefore constituting a quorum. Also present was Fire Chief Jacob Slott, Assistant Fire Chief Shawn Byler, Deputy Chief Kevin Traylor and Office Manager Kayla Gibson, and guest WCESD3 Commissioner Billy Avritt & Greg Valdez with Texas Grand Ranch.

CALL TO ORDER

Meeting was called to order at 9:01 AM. Gregory announced that a quorum was present, and that public notice was given in accordance with the Texas Government Code.

GENERAL ITEMS

Opening prayer was given by Commissioner Logan Moore.

On a motion by Commissioner Malak, seconded by Commissioner Ellisor the minutes of the August 25th, 2023, meeting was approved.

On a motion by Commissioner Malak, seconded by Commissioner Moore the minutes of the August 4th, 2023, meeting was approved.

SPECIAL ITEMS

TREASURER'S REPORT

Commissioner Ellisor presented the WCESD2 account balance and expense report. Motion was made by Commissioner Malak and second by Commissioner Moore, the board voted unanimously to accept the account balance and expense report as presented.

Commissioner Ellisor presented the WCESD2 Expense Report Recap. Motion was made by Commissioner Malak and second by Commissioner Moore, the board voted unanimously to accept the Expense Report Recap as presented.

NWVFD CHIEF'S REPORT

Fire Chief Slott presented the NWVFD account balance. Motion was made by Commissioner Moore and second by Commissioner Ellisor, the board voted unanimously to accept the account balance as presented.

WALKER COUNTY EMERGENCY SERVICES DISTRICT #2
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Fire Chief Slott presented the NWVFD Expense report. Motion was made by Commissioner Moore and second by Commissioner Ellisor, the board voted unanimously to accept the Deployment Summary report as presented.

Fire Chief Slott presented the Deployment Summary balance. Motion was made by Commissioner Moore and second by Commissioner Ellisor, the board voted unanimously to accept the account balance and expense report as presented.

Chief Slott informed the board in regards to the updated plans for the new build/addition on Station 71. Chief presented the call volume report for the month of September.

MATTERS OF THE PUBLIC

Public was present but had no matters to discuss.

OLD BUSINESS

- A. The AllTrack needs a hauling trailer and we have been renting one for the time being. A Trailer was discussed previously and budgeted for however, after careful consideration and testing Chief Slott presented to the board that we need to switch the type of Trailer to a pendle-hitch. Motion was made by Commissioner Malak and seconded by Commissioner Moore; the board voted unanimously to accept the Chief's recommendations on the pendle-hitch trailer as presented.
- B. Ambulance Chassis build out was already in the budget and the plan was to have Ford do the work, but after speaking to Ford they are not able to fulfill the order. Chief Byler suggested switching to a Dodge Ram 5500, which he has already spoke to them and presented a quote to the board. A motion made by Commissioner Malak and seconded by Commissioner Moore; the board voted unanimously to accept Chief Byler suggestion and order the Dodge Ram 5500 for the ambulance Chassis.
- C. Hawthorne Station donated a piece of land to the county for the road needed pushing the county and TXDOT to move forward with the completion of the county road. The future station is now ready to start sending out bids.
- D. Chief Slott went over the update of Station# 71 and showed the revised plans.
- E. Tactical Tanker estimates mid 50s for the build out.

NEW BUSINESS

- A. An order by the board of Commissioners of Walker County Emergency Services District 2 authorizing the leasing of a Drone unmanned aircraft from the New Waverly Fire Department to provide aerial surveillance to assist and enhance emergency services as

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authorized in section 775.031 of the Texas Health and Safety Code. A motion made by Commissioner Moore and seconded by Commissioner Malak; the board voted unanimously to accept the order as presented.

- B. Chief Slott presented the board with a letter from the Federal Aviation Administration regarding the request by Walker County Emergency Services District No. 2 for Drone Program Certificate of Authorization. A motion made by Commissioner Malak and seconded by Commissioner Moore; the board voted unanimously to accept the Letter as presented.
- C. No action was taken, Chief Slott wants to wait for additional information.
- D. Duplicate agenda item, covered in Old Business (B).
- E. Office Manager presented the new WCESD2 / NWVFD for full-time and part-time Operational Manual and WCESD2 Compensations & Benefits for full-time and part-time. A motion made by Commissioner Malak & Commissioner Moore; the board voted unanimously to accept the Operational Manual and Compensations & Benefit Policy as presented.
- F. Commissioner Ellisor presented suggestions for budget adjustments for 2022-2023 to the board. A motion made by Commissioner Gregory and seconded by Commissioner Malak; the board voted unanimously to accept the 2022-2023 budge adjustments as suggested.
- G. Deputy Kevin Traylor is the RMO (Records Management Officer) presented the board with the recommended local retention schedules from the Texas State Library Archives Commission. Several documents have met their retention schedules and can now be destroyed. A motion made by Commissioner Malak and seconded by Commissioner Moore; the board voted unanimously to destroy the documents that have met the retention schedule.

ADJOURN

Next regular meeting will be held on December 1st, at 9:00, in meeting room at NWVFD.

With nothing further to discuss a motion was made by Commissioner Ellisor and seconded by Commissioner Malak to adjourn at 10:02 am, the board voted unanimously to accept the next meeting date and motion passed.



Thomas Malak, Secretary WCESD#2

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