



## Parker County Emergency Service District No. 7

1418 Greenwood Cut-Off Road, Weatherford, Texas 76088

### Minutes of the Regular ESD 7 Business Meeting

Tuesday, June 13, 2023 at 6:00 pm Station 41

The meeting was called to order by ESD 7 President Edward Belding at 6:05 pm

The invocation was given by Edward Belding followed by the Pledge of Allegiance.

1. **Review and Approve the Minutes of the regular meeting of May 16, 2023** - A motion to approve the minutes as presented was made by Elizabeth Bozzell and seconded by Gary Hall. The motion was unanimously approved.
2. **Present Service Provider Reports and Review Call Volume Report** – The Millsap report was given by Millsap Chief Franco Ortiz. The Cool-Garner report was given by Chief Rodney Robertson in the absence of Cool-Garner Chief Cody Robertson. The Greenwood report was given by Greenwood Chief Greg Garcia. The call volume and call breakdown report were reviewed.
3. **Request for Public Comment:** None
4. **Review and Approve the Treasurer’s Report** – A motion to approve the Treasurer’s Report as presented was made by Gary Hall and seconded by Elizabeth Bozzell. The motion passed unanimously.
5. **Update on Credit Card** – Treasurer, Elizabeth Bozzell reported that she has given Fire Chief Rodney Robertson the link to apply for the credit card and he should receive an actual card in the mail. Administrative Assistant Leigh Boren will have the ESD card for small purchases for station members. Each Chief will receive a card for small necessary purchases with a small limit. When cards are in hand, we will remove the debit card from accounts that use it for auto draft.
6. **Chief Robertson**
  - a. **Discuss and Take Necessary Action on Current Radio Reprogramming for the Mineral Wells FD channels** – Following the informational presentation by Chief Robertson, a motion was made by Elizabeth Bozzell to approve the expenditure as outlined by Chief Robertson, with the amount taken from the monies received from Parker County sale of real property disbursement, to update radio to frequency compatible with Mineral Wells FD. The motion was seconded by Gary Hall and unanimously approved.
  - b. **Discuss and Take Necessary Action on Retaining Legal Representation for the purpose of review/approval as necessary for new SOP updates (i.e. disciplinary SOP and Form completed 4/1/23 and Open Records Request SOP and Request Form completed 5/30/2023) as they are completed** – ESD President, Edward Belding, will be contacting attorneys in Austin who specialize in ESD law to review ESD documents/contracts moving forward.
  - c. **Update on County Special Operations Team** – Chief Robertson outlined the four major areas of specialization: 1) water rescue 2) ropes 3) trench rescue 4) confined space rescue.

David Chilcutt is the Chair of the committee which is now developing By-Laws. There may be a \$5,000 annual fee to participate. At this time, the committee is meeting once a month. No formal action taken.

- d. **Update on Budget Reconfiguration** – Chief Robertson presented a working draft of the FY2023 budget which consolidates many of the expenditures now included in the VFD budgets. The VFDs will present their budget amounts for FY2024 at the July ESD meeting and these numbers will be incorporated into the ESD budget. No formal action taken.
  - e. **Discuss and Take Necessary Action on Engine 42** – Chief Robertson reported that the motor on Engine 41 is failing. He is looking at the purchase of a rebuilt engine or the purchase of a used engine that is still in good working condition. Millsap has a grant in for a new tanker/engine and is number 23 on the list. The next funding meeting will be June 21<sup>st</sup>. No formal action taken.
- 7. **Executive Session** – Members met in executive session at 7:17 pm
  - 8. **Adjourn** – Members returned from executive session. A motion was made by Gary Hall to adjourn. The motion was seconded by Elizabeth Bozzell and unanimously approved. The time was 7:45 pm.

**Members Present:** President Edward Belding, Vice-President Gary Hall, Treasurer Elizabeth Bozzell, Fire Chief Rodney Robertson, Greenwood Chief Greg Garcia, Millsap Chief Franco Ortiz and Leigh Boren.

Respectfully Submitted,

Leigh Boren  
Leigh Boren, Administrative Assistant

Terry Hollis  
Terry Hollis, Secretary ESD 7

July 11, 2023  
Date