

Nueces County Emergency Services District #3
Meeting held on March 5, 2020
Station 1, 205 South Pacific Ave.
Bishop, Texas 78343

1. Call to Order-Establish a Quorum
 - a) President Gary Eulenfeld called meeting to order at 6:08 p.m. There were four members present – Gary Eulenfeld, Barry Fuhrken, Russell Jungmann, and Mike Benton so a quorum was present to conduct business.
2. Introduction of Board Members and Member of the Audience
 - a) Noel Snedeker the ESD #3 Auditor was present to give his report. The board agreed to hear Mr. Snedeker's report first since he had limited time at our meeting due to a previous engagement.
 - i) Mr. Snedeker suggested that fuel logs be reviewed monthly, board agreed to do so.
 - ii) There was a discussion about fuel PIN codes and their function.
 - iii) Gary suggested cleaning up list of PIN codes and Barry volunteered to do so.
 - b) See attached sign in sheet for all attendees
3. Open Forum
 - a) There were no comments from the audience
4. Approve Minutes
 - a) The minutes from the February 6, 2020 meeting were presented to the board for approval. Motion was made by Russell Jungmann to approve and Mike Benton seconded. The motion passed and the minutes were approved with no corrections.
5. Fire Chief's Report
 - a) District Fire Chief Davis reported that 34 reports had not yet been filed
 - b) Chief showed example of a receipt bag to be put in each vehicle
 - c) Russell suggested using a metal clipboard or CAN that can be used to hold all vehicle specific documents and receipts.
6. Sub-Committee Reports
 - a) Policies and Procedures – Gary gave report on topics covered at the SAFE-D conference concerning policies and procedures. Discussion only.
 - b) Strategic Planning – Russell reported that the sessions at the SAFE-D conference concerning strategic planning showed all data trending away from volunteer E.S.D.'s and moving to paid full time or part time staff even in the rural areas of the state. Discussion only.
 - c) Budgeting – Barry reported on sessions concerning budgeting at the SAFE-D conference. Discussion only.
 - d) Fundraising and Grants – Gary and Barry reported on topics pertaining to state grants discussed at the SAFE-D conference. Discussion was had with Chief Davis adding that grants for equipment repairs are paramount
7. Old Business
 - a) Report on Brush 33-skid unit grant completion progress was given by Chief Davis and is on schedule.
 - b) Report on TERP Grant for demolition of old Tanker 2 chassis was discussed and reported on by Chief. No action was taken. Demolition has not yet been completed.

- c) Chief Davis gave update on Tanker 32. Should be ready soon.
 - d) Gary gave update on Emergency reporting hydrant module. Data needs to be entered and will be done as time permits. Demonstration was shown to board by Gary.
 - e) A general discussion of the SAFE-D conference held in Galveston and attended by Gary, Barry, and Russell was had. Discussion on different ideas gained from the conference was had. No action was taken.
 - f) A report on the plans for the South-Central District Convention to be held in Bishop was given by Chief Davis. Gary made a motion to approve catering by "Old Girls Kitchen" for 7.99 per plate. Mike Benton seconded. Motion passed unanimously.
 - g) Barry reported on the ZOHO reporting app for credit card receipts and expenses. Cost is \$315.00 per year for access to credit card reporting. No action was taken.
8. Conduct any business necessary for proper functioning of the E.S.D.
- a) Board discussed moving web design functions to a new company called "Custom Design" that can meet regulatory requirements of the open meeting act. Cost will be \$25/hr. for monthly services done. Barry made a motion to approve the move. Motion was seconded and passed unanimously. Gary volunteered to contact web company and make changes.
 - b) Board discussed request for Chief Zamora and Chief Davis to attend FDIC in Indianapolis in April. Board agreed to deny the request.
9. Financial Statements
- a) Barry gave report on Texas Class Investment and current bills to pay.
 - b) Russell made a motion to approve payment of current bills. Mike seconded. Motion passed unanimously.
 - c) No action was taken to transfer funds between accounts.
10. Executive Session
- a) Executive Session was not required
11. Meeting was Adjourned at 8:45 p.m.

Minutes submitted by Russell Jungmann.

Minutes approved Date: 

_____ President

_____ Vice-President

 Secretary

 Treasurer

_____ Commissioner