Robertson County Emergency Services District
Board of Commissioners
Monthly Meeting
April 14, 2026 @ 6:30 p.m.
RCESD Conference Room
287 Cooks Lane, Franklin, TX 77856

1. **Call Meeting to Order**
   President Robert Yezak called the meeting to order at 6:34pm and noted a quorum present, along with legal counsel and executive director. The Board of Commissioners met at RCESD Conference Room, 287 Cooks Lane, Franklin, Texas.

   The following were present:

   RCESD COMMISSIONERS
   Robert Yezak, President
   Carla Barker, Vice President
   Jerry Henry, Asst. Treasurer
   Kayla Sanders, Commissioner

   Hope Zeig, Executive Director
   James McCullough, Legal Counsel

   VISITORS
   Adam Gallagher, RCESD
   Bob Hall, SRPVFD
   Clay Willis, SRPVFD
   Billy Houston, RCESD
   Cole French, RCESD
   Jim Dunn, WVFD
   Amy Munoz, RCESD
   Renda Jackson, CVFD
   Jerry Hadley, BVFD
   Kelly Deboard, WVFD
   Mika Isbell, CHP
   George Evans, HVFD
   Jacob Morse, EVFD
   Austin Myers, EVFD
   Mark Ruland, FVFD
   Theresa Fowler, BJVFD
   Nick Fowler, BJVFD

2. **Public Comments**
   None

3. **Consideration, Discussion, and Any Approval of March Minutes (Action Item)**
   Commissioner Barker made a motion to approve March 10 regular meeting minutes. Commissioner Henry seconded, the motion carried. Commissioner Sanders made a motion to approve March 31 special meeting minutes. Commissioner Barker seconded, the motion carried.

4. **Consideration, discussion, and any approval of March Financial Report (Action Item)**
   Commissioner Barker made a motion to approve March Financial Report. Commissioner Sanders seconded, the motion carried.

   - **Tax Assessor Property Tax Collections & Report**
     Report for collections for February 2026 was included in packet.

   - **Sales Tax Reports & Statement**
     Sales tax report ending 03/10/26 was included in packet.

   - **Emergicon Collections and Write-Off Reports**
     Emergicon collections for March totaled $127,521.12. Write offs totaled $56,522.58. Executive Director expressed concern with billing amount collected for last several months and is wanting to discuss options.

   - **US Bank Credit Card Statements**
     US Bank statement was included in packet and invoices uploaded via One Drive.

5. **Consideration, Discussion, and Any Approval of Reserve Funding Request of Volunteer Fire Departments and Robertson County ESD and Robertson County Emergency Medical Services to include funding adjustment (Action Item)**
   - **Robertson County EMS approval of 4 base station radios totaling $9,995**
     A quote for each station was included. EMS has extra money in their own reserve, so this would come out of EMS reserve and not ESD reserve.

     Commissioner Henry made a motion to approve Robertson County EMS reserve funding request totaling $9,995.

Commissioner Barker seconded, the motion carried.

6. **Consideration, Discussion, and Any Approval of FY 2025-2026 Budget Adjustments (Action Item)**
   - **Blackjack VFD adjustment totaling $2,276.78**
     Commissioner Sanders made a motion to approve Blackjack VFD budget adjustment of $2,276.78 from Vehicle Maintenance to Building Maintenance. Commissioner Henry seconded, the motion carried.
   - **Calvert VFD adjustment totaling $2,500**
     Commissioner Barker made a motion to approve Calvert VFD budget adjustment of $2,500 from Building Maintenance to Vehicle Maintenance. Commissioner Sanders seconded, the motion carried.
   - **Wheelock VFD adjustment totaling $205**
     $75 from Janitorial Supplies to Utilities, $130 from Janitorial Supplies to Vehicle Fuel

     Commissioner Barker made a motion to approve Wheelock VFD budget adjustment of $205. Commissioner Sanders seconded, the motion carried.

7. **Consideration, discussion, and any approval of Requests for FY 2025-2026 Preapproval of Expenditures of Volunteer Fire Departments and Robertson County ESD/EMS (Action Item)**
   - **Blackjack VFD approval for equipment and maintenance totaling $17,996.39**
     Commissioner Sanders made a motion to approve Blackjack VFD preapproval totaling $17,996.69. Commissioner Barker seconded, the motion carried.
   - **Bremond VFD approval of gear and maintenance totaling $2,012.83**
     Commissioner Barker made a motion to approve Bremond VFD preapproval totaling $2,012.83. Commissioner Sanders seconded, the motion carried.
   - **Calvert VFD approval of meals, lodging, mileage, tools and equipment totaling $2,601.26**
     Commissioner Sanders made a motion to approve Calvert VFD preapproval totaling $2,601.26. Commissioner Barker seconded, the motion carried.
   - **Easterly VFD approval for tint and tire totaling $2,674**
     Amount is not in budget and would need to be a reserve request. Department was wanting to add it on to truck loan. Commissioners requested that it be added to their FY27 budget.
   - **Seale VFD approval for training and meals totaling $1,625**
     Commissioner Sanders made a motion to approve Seale VFD preapproval totaling $1,625. Commissioner Barker seconded, the motion carried.
   - **Robertson County EMS approval of equipment and training totaling $2,437.02**
     Commissioner Sanders made a motion to approve Robertson County EMS preapproval totaling $2,437.02. Commissioner Henry seconded, the motion carried.
   - **IT Coordinator approval of Website ADA Compliance Software totaling $3,500**
     Correct price for first year is $2750. Per IT coordinator, the service from now until October would be free, then the company would bill in FY27.

     Commissioner Henry made a motion to approve IT coordinator preapproval totaling $2,750 and authorize appropriate signatures. Commissioner Sanders seconded, the motion carried.

8. **Consideration, Discussion and Any Approval of Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2025-2026 expenditures (Action Item)**
   Commissioner Sanders made a motion to approve Appropriate Expenditures of Volunteer Fire Departments and payment of approved expenditures for FY2025-2026. Commissioner Barker seconded, the motion carried.

9. **Consideration, Discussion and Any Approval for Payment of Robertson County Emergency Services District Monthly Expenses including payroll and RCEMS and Tower Expenses and Funds Transfer (Action Item)**
   Commissioner Barker made a motion to approve payment of Robertson County Emergency Services District monthly expenses, including payroll, RCEMS, Tower expenses, and funds transfers of $1,815.89 from FFB Sales Tax to FFB RCEMS, $250,000 from FFB Sales Tax to FFB Payroll, $37.69 from FFB Operational to FFB RCEMS, and $150,000 from FFB Property Tax to FFB Operational. Commissioner Henry seconded, the motion carried.
   - **Ratify CHP Fuel $2007.91**

Commissioner Barker made a motion to approve CHP fuel ratification. Commissioner Henry seconded, the motion carried.

10. **Consideration, Discussion and Any Approval of Robertson County Emergency Services District Funding Volunteer Fire Department for Texas Forest Service Grants to Purchase Approved Apparatus (Action)**
    - **Skid Units**
      - **Franklin VFD**
        Quote provided totaling $37,250. Skid unit would go on chassis from EMS. Department noticed the quote is not complete and is missing lettering and decals. They will need to correct quote before it can be considered. Move to next month.

      - **Seale VFD**
        Commissioner Barker made a motion to approve fire departments who have been approved for a tender and also a skid to extend skid unit grant to next fiscal year. Commissioner Sanders seconded, the motion carried.

      - **Blackjack VFD**
        No discussion after above motion.

11. **Consideration, Discussion and Any Approval of Bremond Volunteer Fire Department Disposing of Apparatus, UTV and Equipment (Action Item)**
    Bremond VFD has hose, vehicles, and UTV they are wanting to dispose. ESD has put money into UTV after executive director researched at the direction of board. Bremond VFD is wanting Engine 46 to be transferred to Franklin VFD.

    Commissioner Barker made a motion to authorize Bremond VFD to transfer Engine 46 to Franklin VFD. Commissioner Sanders seconded, the motion carried.

    Hose that failed testing can be purged. Command 40, 47-B, 49, and UTV can be added to auction sites.

    Commissioner Henry made a motion to approve Bremond VFD to work with logistics coordinator to auction four vehicles. Commissioner Sanders seconded, the motion carried.

12. **Consideration, Discussion and Any Approval of Bremond Volunteer Fire Department Accepting Two 95/5 Equipment Grants totaling $50,000 with Robertson County Emergency Services District Funding and Accepting Grant as Reimbursement (Action Item)**
    Grant is $25,000 for fire and rescue equipment and $25,000 for PPE.

    Commissioner Sanders made a motion to approve Bremond VFD accepting grants and approve payment up front with reimbursement back to ESD. Commissioner Henry seconded, the motion carried.

13. **Consideration, Discussion and Any Approval of Franklin Volunteer Fire Department Accepting Two 95/5 Equipment Grants totaling $50,000 with Robertson County Emergency Services District Funding and Accepting Grant as Reimbursement (Action Item)**
    Grant is $25,000 for fire and rescue equipment and $25,000 for PPE.

    Commissioner Sanders made a motion to approve Franklin VFD accepting grants and approve payment up front with reimbursement back to ESD. Commissioner Barker seconded, the motion carried.

14. **Consideration, Discussion and Any Approval of Robertson County Emergency Services District Accepting As-Is Harris County Emergency Services District Rescue Vehicle at No Cost (Action Item)**
    - **Update**
      Harris County ESD has to go through Helping Hands for vehicle, and logistics coordinator is working with Franklin VFD to accept vehicle on behalf of ESD and then will transfer over.

15. **Consideration, Discussion and Any Approval of Blackjack VFD Utilizing Out-of-Service Engine 84 or Other Robertson County Volunteer Fire Department Vehicle as a Blocker (Action Item)**
    Agenda item passed

16. **Consideration, Discussion and Any Approval of Robertson County Emergency Services District Logistics Coordinator Paying Recurring and Obligation Invoice for Volunteer Fire Departments (Action Item)**
    Agenda item passed

17. **Consideration, Discussion and Any Approval of Robertson County Emergency Services District Entering into an Interlocal**

Agreement with Milam County (Action Item)
EMS Chief met with operations manager of Milam county. He is going to send him a copy of their interlocal agreement to look over. They want something on file for their organization. No action taken until agreement is received.

18. **A. Consideration, Discussion and Any Approval of Robertson County Emergency Services District for Robertson County Emergency Medical Services Regarding Personnel Policies or Procedures Regarding Any of the Following, Including Any Subcommittee Recommendation (Action Item)**
    - **Executive Director**
    - **Office Manager**
    - **EMS Chief**
    - **Captain**
    - **Lieutenant**
    - **Crew**
    - **IT Coordinator**
    - **Logistics Coordinator**

    B. Consideration, Discussion and Any Action Regarding the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal or Complaint or Charge Regarding One or More of
    - **Executive Director- Annual Review**
    - **Office Manager**
    - **EMS Chief**
    - **Captain**
    - **Lieutenant**
    - **Crew**
    - **IT Coordinator**
    - **Logistics Coordinator**

    No discussion needed

19. **Reports from Robertson County EMS including any financial, performance, training, equipment, operations, compliance and personnel reports**
    New monthly report made available to commissioners. CHP gave update of current events.

20. **Reports from Volunteer Fire Departments, including any financial, performance, training, equipment, operations, compliance, and personnel reports**
    Blackjack – five members attending TEEX training
    Bremond – crawfish fundraiser April 25, hosting CPR class May 23
    Calvert – Calvert Elementary coming to station for field trip tomorrow
    Easterly – new truck progress update
    Franklin – one new member, training aid grant
    Hearne – three members going to TEEX training, two possible new members
    Seale – new truck is in service, air med training on Saturday
    Wheelock – putting together hazmat class

21. **EXECUTIVE SESSION**
    - **Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney; §551.074 of Texas Government Code - Personnel Matters**
    - **Announcement of time and date closed meeting (executive session) for this matter ends and reconvenes in open session.**
        - **The Robertson County EMERGENCY SERVICES DISTRICT reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations)**

22. **RECONVENE INTO REGULAR SESSION**
    - **The Robertson County EMERGENCY SERVICES DISTRICT will reconvene in a public meeting to discuss and take action on related matters.**

    Executive Session not needed

23. **Adjourn**
    Commissioner Sanders made a motion to adjourn at 7:36pm. No opposition.

(Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations).

Next Monthly Board Meeting, Emergency Services District May 12, 2026