

Brazos County Emergency Services District #4
Minutes from Meeting held on: July 23, 2018
Brazos County Precinct 4 Fire Station: 3098 Fazzino Lane – Bryan, Texas 77807

1. Call to order: Meeting was called to order at 5:35 pm by Scott Hill
Board Member Present: Joe Ondrasek, John Foster, Scott Hill, Steve Godby, Rick Gardner
Board Members Absent: None
2. Citizen Comment: None.
3. ESD gifts, donation and public recognition: None
4. Approval of ESD #4 minutes from June 14, 2018
Motion to approve the minutes from June 14, 2018
Motion by: John Foster Seconded by: Rick Gardner Motion passed
5. Treasurer report:
 - a. Financial reports provided by Steve Godby to the board
6. Proposed ESD budget for 2018-2019
 - a. Discussed and will have proposed budget for next meeting
7. ESD board vacancies
 - a. Rick Gardner has moved back to Houston and can no longer serve on the board
 - b. Joe Ondrasek is getting off board when term expires 12/31/2018
8. Report and possible action from Brazos County Precinct 4 VFD:
 - b. Financial reports provided
 - c. 441 still out of service with electrical issues at Ford Dealership
 - d. 421 MVA and out of service. Working with insurance company at Metro for repairing
 - e. New Booster close to being finished, it was used by Metro as DEMO for Teex vendor show
 - f. Station 3 bay damaged when fire truck was pulled out with a open door.
 - g. New SCBA's have been put in service
 - h. Incident and participation stats not available, behind in entering runs and data into data base
9. Strategic planning discussion with ESD and VFD 4
 - a. Contract for services is out and needs to be reviewed by VFD for next meeting
10. Administrative staff assistant
 - a. John Foster handed out material for administrative assistant
 - b. Discussion by boardMotion is: to approved the hiring a part time administrative assistance to help with both the ESD and the VFD administrative task as discussed.
Motion by: Joe Ondrasek Second by: John Foster All passed

11. ESD newsletter discussion

- a. Draft newsletter from cliff Avery group handed out and discussed

Motion is: to approve the newsletter as discussed

Motion by: Joe Ondrasek Second by: Steve Godby All passed

12. ESD and VFD website discussion

- a. Discussion surrounding hiring someone to build a ESD website and includes having same person work on VFD website. This includes routine maintenance and updating.
- b. Proposals handed out and discussed

Motion is: To accept the quote from Aggieland website designs

Motion by: Steve Godby Second by John Foster All passed

13. Discussion and possible action on contingency resolutions and operations manual:

- a. Still work in progress reported by John Foster. Nothing new at this time
- b. Steve has some he will send out for input at the next meeting

14. ESD strategic plan review

- a. John handed out draft SWOT analysis for review and input

15. Rellis campus discussion:

- a. General discussion

16. Future agenda items: website discussion

17. Set date and time of next meeting

- a. August 15, 2018 at 5:30pm

18. Adjournment at 7:52 pm

Respectfully Submitted

Joe Ondrasek