

**REGULAR MEETING**

**CRANE COUNTY ESD #1**

Notice of hereby given that a regular meeting of the Crane County ESD #1 will be held on December 13<sup>th</sup>, 2022 at 7:00 PM at the Crane County Fire Station, Crane, Texas, notice of said meeting posted 72 hours prior on door of the Crane County Fire Department on December 9<sup>th</sup>, 2022

**TIME:** 7:00 PM

**LOCATION:** CRANE FIRE DEPARTMENT

**DATE:** DECEMBER 13<sup>th</sup>, 2022

**BOARD MEMBERS PRESENT**

**NAME:**

**POSITION:**

- |                     |                          |
|---------------------|--------------------------|
| • BERRY INGRAM      | PRESIDENT                |
| • ANDREW OVALLE     | COMMISSIONER             |
| • ARRON MARTIN ABS. | SECRETARY/ TREASURER     |
| • SANDY HUBBARD     | AST SECRETARY/ TREASURER |
| • MARK HEISER       | VICE PRESIDENT           |

**TOPICS DISCUSSION:**

1. Called meeting to order at 7:00 PM
2. **PUBLIC COMMENT-** No public comment made.
3. **REVIEW AND CONSIDER APPROVAL OF MINUTES FROM NOVEMBER 9<sup>TH</sup>, 2022 MEETING MINUTES-** Minutes not approved from 11/9/2022, minutes where not present at meeting, motion made by Mark, 2<sup>nd</sup> by Andrew to postpone approving minutes till following meeting (1/10/2023), all in favor, motion passed.
4. **REVIEW AND CONSIDER APPROVAL TO PAY CURRENT BILLS –** No bills due at the time, motion made by Mark, 2<sup>nd</sup> by Andrew to postpone bills till following meeting (1/10/2023), all in favor, motion passed.
5. **DISCUSS AND CONSIDER ENTERING INTO A CONTRACT WITH CANO HR GROUP FOR THE PURPOSE OF HANDLING THE HUMAN RESOURCES FOR THE CCESD 1-** motion made by Mark to go into contract with CANO HR GROUP, 2<sup>nd</sup> by Andrew, all in favor, motion passed.
6. **DISCUSS AND CONSIDER ENTERING INTO A INTERLOCK AGREEMENT WITH THE COUNTY OF CRANE FOR EMPLOYEE HEALTH INSURANCE BENEFITS –** Mark made a motion to go into a local agreement with the Crane county and ESD #1, Andrew 2<sup>nd</sup>, all in favor, Motion passed.
7. **DISCUSS AND REVIEW AMBULANCE SERVICE PROPOSAL SUBMITTED TO THE CCESD 1 –** Motion made by Mark to approve, Andrew 2<sup>nd</sup>, all in favor, motion passes.

- 8. CONSIDER AN AT UPON AWARDING THE CCESD #1 911 AMBULANCE SERVICES CONTRACT-**  
Mark made motion to award to 1<sup>st</sup> response, Andrew 2<sup>nd</sup>, all in favor, motion passed.
- 9. CONSIDER AN ACT UPON THE TITLES AND NUMBER OF EMPLOYEES TO BE HIRED BY CCESD #1 INITIALLY-** 1- a Director, Mark made motion to go with title of director, 2<sup>nd</sup> Andrew, all in favor, motion passed, 2- Admin assist, Mark made a motion to go with title of Admin assist, 2<sup>nd</sup> by Andrew, all in favor, motion passed.
- 10. REVIEW AND ADOPT REQUIRMENTS FOR EMPLOYEE POSITION TO BE POSTED FOR APPLICATIONS** – Subjects discussed- Roles and Responsibilities and requirements over both positions.
- 11. REPORT ON DISTRICT INSURANCE, INCLUDING GENERAL LIABILIT INSURANCE AND DIRECTORS AND OFFICERS LIABILITY INSURANCE-** Will table for next meeting.
- 12. TREASURY REPORT-** Treasurer not at meeting.
- 13. DISCUSS AGENDA, TIME AND DATE FOR NEXT MEETING-** January 10<sup>th</sup>, 7:00 pm.
- 14. ADJOURNED MEETING** – Mark made motion to adjourn meeting, 2<sup>nd</sup> Andrew, all in favor, motion passed at 7:43.