

Amended AGENDA
VILLAGE FIRE DEPARTMENT
REGULAR MONTHLY BOARD MEETING
Wednesday, January 25, 2023, 6:00 P.M

Notice is hereby given of a regular monthly meeting of the Fire Commission of the Village Fire Department, to be held on **WEDNESDAY, January 25, 2023, at 6:00 P.M.**, 901 Corbindale, Hedwig Village, Texas 77024.

1. CALL TO ORDER

2. COMMENTS FROM THE PUBLIC (Comments are limited to 3 minutes each)

3. CONSENT AGENDA – All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. Approval of Minutes – Minutes-

B. Approval of Bills Paid – November, December YTD (unaudited 2022)

C. 2022 Investment Policy, 3rd & 4th Quarter Investment Reports (*Must be signed)

4. REPORTS

A. Steering committee report and possible action

- Facility Update

- o Joiner Architects
- o Roofs

B. Treasurer’s Financial Reports – November/ December YTD (unaudited 2022)
Ambulance revenue 2023
Facility Fund

C. Fire Chief’s Report – Events of November and December 2022, Monthly Performance; Record of Calls, Response Times, etc. End-of-year report

5. CONSIDERATION OF CONTRACTS/AGREEMENTS – The Board will discuss and consider possible action on the following:

None

6. CONSIDERATION OF RESOLUTIONS – The Board will discuss and consider possible action on the following:

None

7. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS – The Board will discuss and consider possible action on the following:

A. Accounting Firm (Taber and Burnett)

a. Accounting Specifications

B. HRIS (Human Resource Information system)

C. Audit- March 20

D. 2022- EMS revenue-

**VILLAGE FIRE DEPARTMENT
REGULAR MONTHLY BOARD MEETING
PAGE 2**

8. **DISCUSSION OF AND POSSIBLE ACTION ON THE FOLLOWING** - The Board will discuss and consider possible action on the following:
- A. Follow-up discussion- “wall time” after delivering patients to a hospital
 - B. Discussion and possible action on the annex roof repair or replacement.
 - C. EMS Revenue- 2023 and 2024
 - D. ISO (Insurance Services Office) Fire inspection
 - E. Discussion and possible action on amending VFD bylaws to include language defining the process of the Board approving a budget amendment that is then sent to the participating cities for consent and approval.
 - F. 2023 Budget –

Rollover items; radios, bunker gear, roof
 - G. 2024 Budget Process and Procedure
 - a. Procedures according to bylaws section 2 article 5- budget development or a workshop starts with a zero-line-item budget as was done for the 2023 budget
 - b. Bylaws section 2 article 4 Compensation Committee
 - c. Process to finance significant disasters
- <https://villagefire.org/wp-content/uploads/2022/07/VFD-2014-Bylaws.pdf>
9. **EXECUTIVE SESSION** - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to seek legal advice related to the following matters:
- A. Executive session pursuant to Section 551.071 authorizing a governmental body to consult with its attorney in an executive session to seek his or her advice on legal matters: pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.
 - B. Executive session pursuant to Section 551.074 authorizing a governmental body to:
 - (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or
 - (2) to hear a complaint or charge against an officer or employee, Fire Chief

10. **ACTION – CLOSED SESSION** – The Board of Directors will consider and take any actions necessary on items discussed in Executive Session

11. **FUTURE TOPICS**
Budget Workshops

12. **NEXT MEETING DATE**
February 22, 2023

13. **ADJOURNMENT**

I certify that the agenda for the 25th of January 2023, Regular Monthly Meeting was posted at the fire department this the 20th day of January 2023, at 11:00_ A.M.

Marlo Longoria, Administrator

The facility is wheelchair accessible and accessible parking is available. Requests for accommodations or interpretive services must be made at least forty-eight (48) hours prior to this meeting. Please contact the Fire Chief's Office at (713) 468-7941 or FAX (713) 468-5039 or longoria@villagefire.org for further information.