

THE STATE OF TEXAS §
 §
COUNTY OF JEFFERSON §

**NOTICE OF REGULAR MEETING AND AGENDA
OF JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 4**

March 16, 2015

Notice is hereby given that a Regular Meeting of the Board of Commissioners of the Jefferson County Emergency Services District No. 4 will be held on March 16, 2015, beginning at 5:30 p.m., at the Jefferson County Precinct 4 Service Center, located at 7780 Boyt Road, Beaumont, Texas 77713, for the following purposes:

Regular Meeting

1. Call to order.
2. Determination of quorum.
3. Public comment. In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners.
4. VFDs Chiefs' Reports; review and discuss Monthly Run Reports and financial/billing reports submitted by the VFDs.
5. Review and approve the following minutes:
 - February 16, 2015 regular meeting; and,
 - February 23, 2015 special meeting.
6. Treasurer's Report.
7. Review, discuss and take action to approve and authorize payment of the District's bills and accounts; and, review, discuss and take action to approve VFDs' current operation and maintenance expenditures being submitted for payment by the District, and authorize payment of same.
8. Review and discuss information and materials needing to be provided to the Ralph Likens, CPA, for purposes of conducting the District's 2013-14 annual audit.
9. Review, discuss and take action on equipment repair, replacement and/or acquisition proposals, as well as any other expenditure requests, submitted by the VFDs.
10. Review and discuss status of Cheek VFD Engine 2 (previously declared salvage property) and proposals for sale of same.

11. Discuss and take action on filling the District manager position and contract for same; and, discuss and take action to authorize the new District manager to attend the VFDs A to Z training seminar in Woodville, Texas, which is being conducted by Ken Campbell.
12. Discuss and take action regarding Records Management Program, including Order establishing same; appointment of Records Management Officer and Public Information Coordinator; and, Declaration of Compliance with Records Scheduling Requirement of the Local Government Records Act.
13. Review and discuss accounting-related policies and procedures for the District and VFD fire service agreement renewals, and take any needed action.
14. Discuss inventory of the District and VFDs' equipment and assets, and take any needed action.
15. Review and discuss VFIS insurance proposals prepared for the District and the VFDs, and take any needed action on same.
16. Counsel report; discuss status of certain industrial properties within the District's boundaries which are also covered under Industrial Service Agreements (i.e., In Lieu of Tax Agreements) with the City of Port Arthur, including Colonial Pipeline, Sunoco Pipeline, and Mobil Oil.
17. Such other matters that may come before the board.
18. Adjourn.



Joshua C. Heinz, Attorney for Jefferson County
Emergency Services District No. 4

A packet containing all supportive documentation for this agenda will be available for inspection on the third Monday of each month at the District's administrative office, located at the Labelle-Fannett VFD Fire Station, 12880 FM 365, Beaumont, Texas 77705, between 5:30 p.m. and 6:30 p.m.

Jefferson County Emergency Services District No. 4 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request.

The Board may retire to Executive Session any time between the meetings opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; and/or, discussion of real estate acquisitions pursuant to Chapter 551.072 of the Texas Government Code. Action, if any, will be taken in open session.
