



MINUTES
MAY 13, 2019
BOARD OF DIRECTORS
LAVON VOLUNTEER FIRE DEPARTMENT (LVFD)
EMERGENCY OPERATIONS CENTER (EOC)
501 LINCOLN AVE., LAVON, TEXAS
REGULAR MEETING

ATTENDING: MINDI SERKLAND
KELLY TURK
MIKE JONES

1. **CHIEF JONES CALLED THE MEETING TO ORDER AT 6:34 P.M. WITH A QUORUM PRESENT.**
2. **ITEMS FOR CONSIDERATION**

A. Discussion and action regarding the Minutes of the September 10, 2018 meeting.

MOTION: APPROVE THE MINUTES OF THE SEPTEMBER 10, 2018 MEETING.

MOTION MADE: TURK

SECONDED: SERKLAND

APPROVED: UNANIMOUS

B. Staff report, discussion and action regarding the facilities, equipment, administration and service delivery.

LVFD Chief Danny Anthony, Captain Scott Beaudette and volunteer Tracy Filo were introduced. Chief Anthony and City Administrator Kim Dobbs provided reports regarding the equipment acquisition, facilities and staffing. Chief Anthony reported that the roster is in very strong shape with the addition of several highly qualified volunteers. Ms. Dobbs advised that Chief Jones, Chief Anthony and she were meeting later in the week with IT consultants regarding the technology at the EOC, fire and police departments.

The condition and purposes of the four apparatus were discussed and it was noted that the quick response vehicle and converted police vehicle are still works in progress.

Ms. Filo provided information regarding funding opportunities and grant research including information about an Emergency Service District (ESD) as a potential funding source for LVFD operations. It was recognized that a district is created by a petition and election and that the timeline for a November election that would be called in June was too short to proceed. The Board discussed the matter and expressed interest in further study before making a determination as to the viability of a separate taxing entity.

Ms. Filo and Chief Anthony provided information regarding a pending application for a grant to fund academy training and about other grant research.

Ms. Dobbs noted that she requested Chief Anthony manage the roster as specified in the by-laws and remove volunteers who did not meet the meeting, training and response requirements. Ms. Serkland asked for an updated roster with qualifications.

Chief Anthony noted that the City was funding the certificate testing of the volunteers who completed the Emergency Management Response (EMR) coursework and stated that the goal is to have all volunteers be EMR certified.

The Board recognized the great accomplishment of developing the department to its current level and expressed support for the ongoing progress. Captain Beaudette acknowledged the high level of service, professionalism and commitment that the LVFD volunteers are delivering.

- C. Discussion and action to ratify changes related to Ordinance No. 2019-02-02 amending Article 2.04, “Departments of the City”; Article 6.02, “Volunteer Fire Department” of the Code of Ordinances; and Article VII “Officer and Member Qualifications” of the Bylaws of the Lavon Volunteer Fire Department, as amended to update the potential organizational structure of the department.**

Ms. Dobbs provided information relating to the Ordinance. Chief Jones clarified the organization structure.

MOTION: RATIFY CHANGES RELATED TO ORDINANCE NO. 2019-02-02 AMENDING ARTICLE 2.04, “DEPARTMENTS OF THE CITY”; ARTICLE 6.02, “VOLUNTEER FIRE DEPARTMENT” OF THE CODE OF ORDINANCES; AND ARTICLE VII “OFFICER AND MEMBER QUALIFICATIONS” OF THE BYLAWS OF THE LAVON VOLUNTEER FIRE DEPARTMENT, AS AMENDED TO UPDATE THE POTENTIAL ORGANIZATIONAL STRUCTURE OF THE DEPARTMENT.

MOTION MADE: SERKLAND
SECONDED: TURK
APPROVED: UNANIMOUS

- D. Discussion and action regarding the signatories on the LVFD checking account.**

Ms. Dobbs reviewed the current authorized signatories on the checking account and recommended that the Board formally acknowledge that Chief Anthony would replace former Chief Scott as a signer. Ms. Dobbs also recommended adding another administrative staff person at City Hall for convenience as the account requires two signatures on the checks.

MOTION: AUTHORIZE CHECKING ACCOUNT SIGNATORIES TO INCLUDE BOARD PRESIDENT MIKE JONES, BOARD VICE PRESIDENT KELLY TURK, CHIEF DANNY ANTHONY, CITY ADMINISTRATOR KIM DOBBS AND CITY STAFF RAE NORTON AND FURTHER AUTHORIZE CHIEF JONES TO SUBMIT A LETTER TO INDEPENDENT BANK SO STATING.

MOTION MADE: SERKLAND
SECONDED: TURK
APPROVED: UNANIMOUS

Ms. Dobbs presented information relating to and the Board expressed support for combining the Fire Marshal and Fire Operations budgets into one Fire Services budget.

- E. Discussion and action regarding LVFD graphics.**

Chief Anthony and Captain Beaudette presented information relating to current uniform needs of the department and explained that the supply of volunteer shirts has run low. Captain Beaudette presented proposed graphics and shirt styles expressing a desire update the graphics, continue supplying the short sleeve collar shirts for presentations, provide t-shirts for training and routine wear and purchase additional caps. The Board expressed support for the proposal.

It was noted that the approved LVFD seal that was fashioned from the original seal will continue to be the seal and patch of the department and will be used on formal uniforms. The proposed updated graphic will be used on new uniform items.

Chief Anthony explained that with the Board’s support, that the proposed graphics will be presented to the LVFD membership at their next meeting for their input. The consensus of the Board was to move forward with the transition of the graphics subject to the approval of the LVFD membership, Board President Jones and Ms. Dobbs.

F. Set future meetings and agendas.

The Board determined the next meeting would be set as needed.

3. THE MEETING WAS ADJOURNED AT 8:02 P.M.

DULY PASSED and APPROVED by the Board of Directors of the Lavon Volunteer Fire Department ("LVFD") on this 10 day of February, 2020.


Mike Jones, President 2/6/20

ATTEST:


Kim Dobbs, City Administrator