

1. Establish quorum and call to order: President D. McJunkin established a quorum and called the meeting to order at 8:02am. Commissioners present were: B. Warren, K. Stacy, E. Krenek and T. Kuykendall.
2. Installation of Commissioners Ed Krenek and Tommy Kuykendall: Commissioners E. Krenek and T. Kuykendall took the Oath of Office for officers not appointed by the Governor and read the Statement of Officer. B. Crone was present and will notarize the documents.
3. Elect Board Officers: Commissioner T. Kuykendall motioned to keep the officer positions as they are; Commissioner K. Stacy seconded the motion; all voted AYE, motion passed.
4. Citizens Inquiry: Kaye Townley with Municipal Accounts & Consulting was the only guest present.
5. Review and approve minutes from December 18, 2018 board meeting: Commissioner K. Stacy motioned to accept the minutes from the December 18, 2018 board meeting as presented; Commissioner B. Warren seconded the motion; all voted AYE, motion passed.
6. Treasurer's Report: Kaye Townley presented the bookkeeper's report. Commissioner D. McJunkin inquired about the checking account balance and K. Townley stated that the account is swept to ICS at the end of each day. Kaye also reported that they are now processing payroll for the part-time firefighters. Commissioner K. Stacy motioned to accept the bookkeeper's report as presented; Commissioner T. Kuykendall seconded the motion; all voted AYE, motion passed.
 - a. Presentation of monthly bills: Commissioners Stacy, Krenek and Warren had questions on several invoices and B. Crone explained the charges and answered their questions. Commissioner E. Krenek motioned to accept the bills as presented; Commissioner B. Warren seconded the motion; all voted AYE, motion passed.
7. Old Business:
 - a. Proposed sale of surplus real property on FM 1093: moved to Executive Session
 - b. Future station locations: moved to Executive Session
 - c. ESD4 EOC and Fire Training Facility: moved to Executive Session
 - d. Temporary station #4: B. Crone reported that drawings have been submitted to Mr. Bamford for the layout at the location. Commissioner Warren asked about the water and sewage and Asst. Chief Goates reported on the information he has received and that a septic system is a possibility. Chief Goates also stated that we would have to have a drop for power with a temporary pole.
 - e. ESD/Fire Department transition: B. Crone reported that Municipal Accounts & Consulting (MAC) is now processing payroll for all positions. Brandi added that orientation is also going on now for the full time firefighters and that we will be posting with TCFP for additional captains and firefighters. B. Crone also asked our attorney, S. Smith, about recommending a human resource attorney for the ESD. Commissioner K. Stacy asked Brandi if she had considered getting her certification in HR and suggested checking on this at the Safe-D conference next month.
 - f. Accept conveyance of assets from Fulshear VFD to FBCESD#4: B. Crone stated this was voted on last month and that the document needs to be countersigned.

- g. Cancellation of agreement between FBCESD#4 and Fulshear VFD for fire protection services: B. Crone stated this document was voted on last month and needs to be countersigned.
 - h. Department social media presence: Commissioner D. McJunkin stated there was nothing new to report at this time. Commissioner K. Stacy asked if someone from the ESD would be willing to speak at a Chamber of Commerce meeting and B. Crone stated that D. McCoy had already contacted Chief Meier to be a guest speaker. Commissioner Stacy responded by stating that was great and asked if Brandi would also be willing to participate and Brandi replied yes. Commissioner McJunkin asked if B. Crone would forward copies of any policies she may have from other ESD's.
8. Reappoint Smith, Murdaugh, Little & Bonham, L.L.P. as legal counsel for 2019: B. Crone reported that pricing for 2019 will remain, no increase for 2019. Commissioner B. Warren motioned to reappoint Smith, Murdaugh, Little & Bonham as legal counsel for 2019; Commissioner E. Krenek seconded the motion; all voted AYE, motion passed.
 9. Designate publication of choice: B. Crone stated our current publication is the Fort Bend Herald. Commissioner D. McJunkin motioned to designate the Fort Bend Herald as the ESD publication of choice; Commissioner B. Warren seconded the motion; all voted AYE, motion passed.
 10. Attendance at annual SAFE-D Conference in Frisco, TX – February 7-9, 2019: B. Crone asked for a count of who would be attending this year. Commissioner T. Kuykendall asked if there were any other conferences this year and Brandi replied she was not aware of any but that he could take Webinars to obtain his certification hours. Commissioners Stacy, Warren, McJunkin all said they would be attending.
 11. Attendance at annual FDIC in Indianapolis, IN – April 8-13, 2019: B. Crone said she needed to know if anyone was interested by the end of January. Depending on schedules, you can travel on either Wednesday morning and return on Friday or travel on Thursday morning and return on Saturday.
 12. Supplemental Health Insurance Policy for FBCESD#4 employees: B. Crone began by stating that our current health benefits policy does not include supplemental coverage. She received a proposal for a cancer policy from Colonial Insurance through VFIS and has been working with Commissioner Stacy to get information on other providers. Commissioner Stacy began by stating that her company offers policies from Colonial and AFLAC, but that they would not be writing the policy for the ESD. Commissioner Stacy then reviewed the information on both companies and said that AFLAC is rated #1 followed by Colonial at #2. She said AFLAC offers individual policies but as a group and there is a 50% savings in premiums and the policy is portable. AFLAC also coordinates benefits with other insurance and Colonial does not. Commissioner Warren asked what the rates were and K. Stacy replied that the ESD would get a quote but based on her pricing and 2019 rates; employee is \$48.28 and spouse is \$81.77 at the 50% rate (AFLAC). She added that an accident policy is also available. Commissioner Warren said he was in favor of providing employee coverage and all commissioners were in agreement. Commissioner Stacy recommended another agent to contact. B. Crone will contact this agent for a quote to present at the next meeting.
 13. Monthly report from ESD4 Administrative Office/Fire Chief: Chief Goates presented the monthly report and stated there was a total of 167 calls for the month of December.

Board took a break at 9:38am

14. Adjourn to Executive Session: Adjourned to executive session at 9:46am. Reconvened into general session at 11:13am.
15. Possible action on executive session: none
16. Announce next board meeting: February 19, 2019 at 8:00am
17. Adjourn: Commissioner B. Warren motioned to adjourn the meeting; Commissioner E. Krenek seconded the motion; all voted AYE, motion passed. Meeting adjourned at 11:14am.

Respectfully submitted,



K. Bone