

MINUTES

CARSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1 MEETING

December 9, 2025
6:00 p.m. – Meeting Room

White Deer Volunteer Fire Department
207 Omohundro
White Deer, Texas 79097

1) CALL TO ORDER AND ESTABLISH QUORUM

President Stephens called the meeting to order at 6:04 p.m. A quorum was established with Commissioners Brent Stephens, Trent Packard, Alan Wilson, and Valarie Ball. Leo Britten was absent.

2) OPENING CEREMONY – PLEDGE AND PRAYER.

Brent Stephens led in Pledge of Allegiance. Alan Wilson led in prayer.

3) RECOGNITION OF CITIZEN CONCERNS.

No concerns were presented.

4) READING AND APPROVAL OF MINUTES OF THE DISTRICT’S REGULAR AND SPECIAL MEETINGS.

– **MOTION:** Commissioner Packard moved to approve the minutes of November 10, 2025, as presented; Commissioner Wilson seconded the motion; motion passed unanimously.

5) TREASURER’S REPORT.

– Commissioner Wilson presented the Treasurer’s Report.

– **MOTION:** Commissioner Packard moved to accept Treasurer’s Report as presented; Commissioner Ball seconded the motion; motion passed unanimously.

6) *Report of Services Providers in District Territory:*

a. REPORT FROM REPRESENTATIVE OF THE EMERGENCY MEDICAL SERVICES PROVIDERS IN THE DISTRICTS ON EMERGENCY OR NON-EMERGENCY INCIDENTS TO WHICH IT RESPONDED IN DISTRICT TERRITORY FROM AUGUST 1 TO PRESENT

– Jacob Clifton presented detailed report for Groom, White Deer, and Skellytown including total calls, response times, and other data (attached). Mr. Clifton advised that reports for medical calls responded to by Skellytown Volunteer Fire Department and White Deer Volunteer Fire Department will be included moving forward. Mr. Clifton also reported Hemphill County Hospital District (HCHD) has been accepted into the Whole Blood Program, making it the only agency in the Texas Panhandle currently participating. He expressed hope for full implementation in 2026.

7) ADOPTION OF RESOLUTION 12-2025 – DISTRICT’S MISSION, VISION, AND VALUES.

– Commissioners discussed Resolution 12-2025, including a revision to the mission statement changing language from “deliver” to “assist in delivering” emergency medical services.

– **MOTION:** Commissioner Wilson moved to adopt Resolution 12-2025 as written, with the mission statement revised to state: “The mission of Carson County ESD No. 1 is to assist in delivering reliable, high-quality emergency medical services...”; Commissioner Packard seconded the motion; motion passed unanimously.

8) ADOPTION OF RESOLUTION 1201-2025 – DISTRICT’S OFFICIAL LOGO.

– Commissioners discussed resolution 1201-2025 and the District’s official logo (attached).

- **MOTION:** Commissioner Packard moved to adopt resolution 1201-2025 establishing the District's official logo; Commissioner Wilson seconded the motion; motion passed unanimously.

9) APPROVAL OF DISTRICT CREDIT CARD.

- Commissioners discussed obtaining credit cards for District use.
- **MOTION:** Commissioner Packard moved to approve obtaining three (3) District credit cards with Commissioners Wilson, Stephens, and Ball designated as card holders; Commissioner Wilson seconded the motion; motion passed unanimously.

10) APPROVAL OF UPDATED PRICING FOR DISTRICT LAPTOPS.

- Commissioners discussed updated pricing for District laptops for Commissioner use.
- **MOTION:** Commissioner Packard moved to approve updated pricing for the additional amount of \$2,704.38 for District laptops; Commissioner Wilson seconded the motion; motion passed unanimously.

11) APPROVAL OF PAYMENT TO HEMPHILL COUNTY HOSPITAL DISTRICT FOR DISPATCHING SERVICES IN CARSON COUNTY.

- Jacob Clifton addressed the Commissioners regarding an invoice received from Gray County totaling \$25,000.00 for dispatching services provided for Carson County EMS. The invoice reflects increased workload for Gray County dispatch. HCHD requested the District cover the cost to prevent it being passed on to municipalities.
- **MOTION:** Commissioner Ball moved to approve payment to Hemphill County Hospital District in the amount of \$25,000.00 for dispatching services in Carson County; Commissioner Wilson seconded the motion; motion passed unanimously.

12) UPDATE ON TECHNOLOGY INFORMATION CONTRACT

- No action taken.

13) UPDATE ON BOND REQUIREMENTS FOR CARSON COUNTY EMERGENCY SERVICE DISTRICT.

- Commissioners were advised that bonding is being obtained through VFIS.
- **MOTION:** Commissioner Packard moved to table the item until the next meeting; Commissioner Ball seconded the motion; motion passed unanimously.

14) UPDATE ON TAX COLLECTIONS FROM APPRAISAL DISTRICT AS OF 10/15/2025 TO 11/15/2025.

- No action taken, as the information was included in the Treasurer's report.

15) DISCUSSION ON DISPERSAL OF AD VALOREM FUNDS FOR CITIES EMERGENCY EMS CONTRACTS.

- Commissioners discussed distribution of ad valorem funds to municipalities for EMS contracts.
- **MOTION:** Commissioner Ball moved to divide the total annual amount for each municipality by four (4) and distribute funds quarterly; Commissioner Packard seconded; motion passed unanimously.

16) DISCUSSION ON INTEREST FOR SAFE-D CONFERENCE IN JANUARY 2026 IN SAN ANTONIO.

- Commissioners Brent Stephens and Valarie Ball expressed interest in attending the SAFE-D conference. Once credit cards are obtained, they may be used for meals and fuel, with receipts required.
- No action taken.

17) DISCUSS AND CONSIDER CCESD1 NEXT AGENDA ITEMS

- Commissioners discussed potential agenda items and the need for a strategic planning meeting.
- No action taken.

18) SETTING OF NEXT REGULAR/SPECIAL MEETING DATE, PLACE, AND TIME.

- The next regular meeting will be held on January 13, 2026, at 6:00 p.m. A special meeting for strategic planning will be held on January 27, 2026, at 6:00 p.m.
- No action taken.

19)ADJOURN

- **MOTION:** Commissioner Packard moved to adjourn the meeting at 7:38 p.m.; Commissioner Ball seconded the motion; motion passed unanimously.

Signed:

Valarie Ball, ESD 1 Secretary

Signed:

Brent Stephens, ESD 1 President

Groom Station - November 2025 Report

Operational Data:		MEDIC 3 Times:		Staffing Data:	
Total Calls:	27	Chute Time:	0:53	Raw Data:	Percentage:
Transports	9	Average Response:	8:31	Unit Staffed:	30 100%
Transfers	3	Average Scene:	27:58	BLS:	0 0%
911	6	Average 911 Transport:	39:54	ALS:	0 0%
Move Ups:	8	Average 911 Total:	1:20:35	MICU	30/30 100%
Refusals:	3				
DOA:	1	Hospital Breakdown:			
Cancelled:	2	PRMC:	0		
Lift Assist	1	NWTH:	2		
Standby:	1	BSA:	4		

White Deer District - November 2025 Report

Operational Data:		Times:	
Total Calls:	8	Chute Time:	0:51
Transports	5	Average Response:	17:47
Transfers	1	Average Scene:	18:42
911	4	Average 911 Transport:	36:53
Move Ups:	-	Average 911 Total:	1:29:46
Refusals:	2		
DOA:	0	Hospital Breakdown:	
Cancelled:	1	PRMC:	2
Lift Assist	1	NWTH:	-
Standby:	0	BSA:	2

One hospice transfer to Caprock NH in Borger

Skellytown District - November 2025 Report

Operational Data:		Times:	
Total Calls:	6	Chute Time:	0:14
Transports	4	Average Response:	18:44
Transfers	0	Average Scene:	23:01
911	4	Average 911 Transport:	20:04
Move Ups:	-	Average 911 Total:	1:06:41
Refusals:	1		
DOA:	-	Hospital Breakdown:	
Cancelled:	1	PRMC:	3
Lift Assist	-	NWTH:	-
Standby:	-	GPCH:	1

TOTAL in ESD 1:	
Total Calls:	41
Transports:	18
Transfers:	4
Refusals:	6
DOA:	1
Cancelled:	4
Lift Assist:	2
Standby:	1
Total Hospital Breakdown:	
PRMC:	5
NWTH:	2
BSA:	6
Aircraft:	0
GPCH:	1

