

**MONTGOMERY COUNTY ESD 1**  
**MONTGOMERY COUNTY, TEXAS**

The Board of Commissioners of Montgomery County ESD 1, convened in open session on January 17, 2024, with the following Board Members to-wit:

Members Present:            J. Steven Weisinger, President  
                                      Chuck Frank, Vice President  
                                      Sharene Carr, Treasurer  
                                      David Cooper, Assistant Treasurer  
                                      Tom Rozier, Secretary

Addressing item 1 of the agenda, prior to the meeting being called to order, Commissioner J. Steven Weisinger, Commissioner Sharene Carr and Commissioner David Cooper were reappointed by the Commissioners Court. Office Administrator, Crystal LaCaze administered the Oath of Office and the Statement of Appointed Officer to the re-appointed Commissioners. Acting in her role as a Notary Public she notarized the documents upon execution by the Commissioners. Signed copies of the Oaths will be retained at the MCESD 1 Administration Office.

Addressing item 2 of the agenda, the meeting of Montgomery County ESD 1 was called to order on January 17, 2024, at 6:14PM by President J. Steven Weisinger. All members were present, therefore constituting a quorum. Also present was Fire Chief Jason Oliphant, Assistant Chief Kirk Bailey, Office Administrator Crystal LaCaze, Administrative Assistants Andrea Meek and Staci Pennington, Deputy Chief of Training Eric Rodriguez, Deputy Chief of Logistics Michael Olson, Battalion Chief Andrew Evans and Jeff McDonald, and District Legal Counsel John Peeler.

Addressing item 3 of the agenda regarding election of Board Officers for the 2024 term. Upon a motion made by Commissioner Tom Rozier and seconded by Commissioner Chuck Frank, the board voted unanimously to appoint Commissioner J. Steven Weisinger as President, Commissioner Sharene Carr as Treasurer, Commissioner Chuck Frank as Vice President, Commissioner Tom Rozier as Secretary and Commissioner David Cooper as Assistant Treasurer.

Addressing item 4 of the agenda, no public comments were made.

Addressing item 5 of the agenda, no action was taken.

Addressing item 6 of the agenda regarding minutes from the prior meeting, the Board took action on the following:

Upon a motion made by Commissioner Chuck Frank and seconded by Commissioner Sharene Carr, the Board voted unanimously to accept and approve the minutes as presented of the regular board meeting held on December 20, 2023.

Addressing item 7 of the agenda, the Board took action on the following:

Upon a motion made by Commissioner Tom Rozier and seconded by Commissioner David Cooper, the Board voted unanimously to accept the financial report as presented by Office Administrator Crystal LaCaze and approve payment of the District monthly bills.

District Legal Counsel John Peeler informed the Board that the District Investment Policy must be reviewed annually, per Government Code chapter 2256. Mr. Peeler stated that his office had no changes to recommend for the Investment Policy which was adopted by the Board on May 20, 2020 and which has been previously

reviewed and approved in 2021, 2022 and 2023.

Upon a Motion made by Commissioner Chuck Frank and seconded by Commissioner Sharene Carr, the Board voted unanimously to approve as presented the 2024 Resolution regarding the review of the Investment Policy and to keep the 2020 adopted policy in place until such time as the Board may decide to revise or amend it.

Addressing item 8a of the agenda, Chief Oliphant notified the Board that a meeting will be held on January 30, 2024 with LaW Construction to review and approve the presentation of the Guaranteed Maximum Price for the Training Facility/Station 96 project.

Upon a motion made by Commissioner Chuck Frank and seconded by Commissioner Tom Rozier, the Board voted unanimously to accept the Building Committee's recommendation of a revised budget for the Training Facility/Station 96 project at \$9,000,000. The Board noted that the increase from the previous budget was due to the change in scope and increased costs of materials.

Addressing item 8b – 8i of the agenda, no action was taken.

Addressing item 9a of the agenda, this was covered under item 7.

Addressing item 9b of the agenda, no action was taken.

Addressing item 10-13 of the agenda, no action was

Addressing items 14 of the agenda, Chief Oliphant updated the board on the events and status of the Fire/EMT academy thus far.

Addressing item 15a of the agenda, Chief Oliphant notified the Board that Class 002 has begun with a total of 13 cadets. Chief Oliphant also presented the call volume report for the month of December.

Addressing item 15b of the agenda, no action was taken.

Addressing item 16 of the agenda, no action was taken.

Addressing item 17 of the agenda, there being no further business, upon a motion made by Commissioner Tom Rozier and seconded by Commissioner Sharene Carr, the Board voted unanimously to adjourn at 7:03 PM.

*Crystal LaCaze*  
District Office Manager and Administrative Secretary  
Montgomery County ESD 1