

Notes:

Texas County & District Retirement System

We can join after the hiring of first employee. Employee must contribute a minimum of 4% of their gross salary or up to 7% with the District matching at least 4%. There must be 100% participation from paid employees to retain membership. The first employee will kick off the underwriting process and give us a quote on the cost for that first employee with our share calculated. More detailed information will also be forthcoming with that application for the first employee (when funds can be tapped into for retirement, if employee quits or is terminated if funds remain in system until a certain age before they can be withdrawn, choices on payouts upon retirement, etc.) **Contact Person:**

Kristina Fox, 512-637-3303 ext. 303, Kristina@tcdrs.org

Texas Association of Counties Health & Employee Benefits Pool

We cannot join this group unless we have 50 employees. They have written policies for groups of 25-30 but that would be upon request of an exception to their current standards for enrollment.

Texas Health Benefits

Organization covers small municipalities and districts. Waiting to hear from Sarah Crawford for more information on the services they offer and if we qualify to join and enroll employees for health care benefits.

Other Possible Sources:

Joining Rusk County's group health insurance plan.

Christus Health Ark-La-Tex marketplace Assistance

Texas Health Agents. com

Notes:

Vacation Time: Suggestions would be to offer 2 weeks of paid vacation time after one year of employment, 3 weeks after five years of employment, and 4 weeks after 10 years of employment. Up to 40 hours of vacation time can be carried over from one year into the next year. Upon termination of employment unused vacation will be paid out.

Personal Days Off: This would be an optional benefit to offer. Usually personal days off are “earned” after a 90 day probationary period with one day earned after every 30 days worked. Employees can “bank” up to 10 personal days and then would have to use a day(s). Personal days can be used for medical conditions of the employee or family member, personal time off and up to 5 days can be added to vacation time upon pre-approval by employer. Up to 5 days can be carrier over from one year into the next year. Personal days are NOT paid out upon termination of employment.

Sick Days: This would be an optional “earned” benefit to offer. Employees would be able to earn up to 10 sick days annually after 6 months of employment. After six months, an employee would have 5 sick days earned to be used singly or collectively when needed. Each annual 6 month period would earn an employee 5 sick days or one day for every 36 days worked. Any absence over 2 days would require a medical excuse from a licensed medical provider. Sick days do not carry over from year to year and are NOT paid out upon termination of employment.

Reimbursements: Employees would be eligible for reimbursements for, but not limited to: educational classes directly related to job position, mileage or fuel costs, food, clothing, etc. All reimbursements MUST be pre-approved by the ESD Board before the expenditure is made unless the situation is an emergency situation (i.e. natural disaster happening within the county) and then employee must contact at least 2 Board Members and attain permission for reimbursement of expenses due to that particular situation.

Overtime Hours for Exempt Employees: Exempt employees would be expected to work no more than 10 hours of overtime on a weekly basis. Hours over this amount would be logged and the employee could, within a 60 day period, take those hours off (i.e. come in an hour later, leave an hour or two earlier, take a half or full day off). Employees must attain approval of using these hours from their immediate supervisor or the ESD Board. **Note:** Again, this is a possible option to offer management personnel but it can also be complicated to track. Most exempt employees are not “docked” if they have a doctor’s appointment, or need to meet with a teacher for a child, or want to attend a school event for a child, etc. Most exempt employees understand that they are expected to work the hours necessary to complete tasks and that sometimes requires overtime hours. They also expect to be able to take off for doctor and dentist appointments and other personal matters when the need arises without push back from their employers. I would suggest that this be understood between the Board and whoever is being hired with the understanding that an abuse of this privilege would be handled with disciplinary action if needed. It can be written into a “hard” policy but the key to this one is being consistent across the board with all exempt employees.

Non-Exempt Employees: Vacation time, personal days, sick days and reimbursements would apply to non-exempt and exempt equally. I am assuming that non-exempt employees would be our hourly paid firefighters. I would suggest that to start with these firefighters would only work either 10 hour or 12 hour days and be paid bi-weekly on the same pay schedule as exempt employees. I would suggest starting with 10 hour days to avoid as much overtime as possible and do rotating shifts like dispatch does. It would take 4 paid firefighters per QR station. It would be Monday & Tuesday on; Wednesday and Thursday off; Friday, Saturday and Sunday on; Monday & Tuesday off; Wednesday and Thursday on; and Friday, Saturday and Sunday off. That would give each one 70 hours per pay period on 10 hour days and every other weekend off. If you run 12 hour days you would have 4 hours of OT per person per pay period on a 7 day rotation. If you do 5 days a week and 10 hours a day you would do a Monday & Tuesday on; Wednesday and Thursday

off; Friday on; Monday and Tuesday off; Wednesday and Thursday on. That would give each person 50 hours every pay period on a 5 day rotation. Overtime would only occur after 80 hours when you pay bi-weekly. We could always start at 5 days a week, 10 hour days and see if that is adequate and if not, go to 7 days a week at 10 hour days and see if that is adequate and then if needed go to either the 5 or 7 days on 12 hour days knowing that overtime would occur. Under the FLSA (Fair Labor Standards Act) there are numerous combinations that can be used when paying firefighters, law enforcement officers and ems to reduce having to pay overtime. I took a 5 day course on this about 5 or 6 years ago and it was complicated and time consuming but that will be someone else's baby to rock. What I am suggesting to start with is pretty straight forward but it does require more people. We could also always just go with a 5 day a week, 8 hours a day - but you're still going to run into overtime since if a incident call drops at 4 p.m. then you're going to run over. Rotating people provides you with a cushion since you stay under that 80 hours before overtime on both shifts and have some play area to absorb those extra hours before you hit that 80 hours per pay period. Decisions on non-exempt employees don't have to be made until the first QR station is being built but will have to come to terms with hours and number of people per station in 2027.

Gloria Dooley

From: Michael Searcy <michael@michael-searcy.com>
Sent: Thursday, August 27, 2026 4:02 PM
To: Gloria Dooley
Cc: James Dukes
Subject: Prospective Properties - Rusk County

I did a slight browse around Zillow for publicly listed properties that may be sufficient for quick response stations. The locations all are on or near major highways. This does not include the luminant tract that the Rusk County Oak Hill tower sits on. That would still be a good size for a QRS adjacent to the tower site, although the property would have to likely be purchased. The original asking price was \$20,000.

\$50,000 – 506 SW 3rd Street, Mount Enterprise, 3.29 Acres: [https://www.zillow.com/homedetails/506-SW-3rd-St-Mount-Enterprise-TX-](https://www.zillow.com/homedetails/506-SW-3rd-St-Mount-Enterprise-TX-75681/336977272_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)

[75681/336977272_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare](https://www.zillow.com/homedetails/506-SW-3rd-St-Mount-Enterprise-TX-75681/336977272_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)
\$105,000 – County 374 South – Near 1798/95 intersection, 7 Acres: [https://www.zillow.com/homedetails/County-](https://www.zillow.com/homedetails/County-Road-374-S-Mount-Enterprise-TX-75681/464648783_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)

[Road-374-S-Mount-Enterprise-TX-](https://www.zillow.com/homedetails/County-Road-374-S-Mount-Enterprise-TX-75681/464648783_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)
[75681/464648783_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare](https://www.zillow.com/homedetails/County-Road-374-S-Mount-Enterprise-TX-75681/464648783_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)
\$129,000 – 248 State Highway 42 S, Henderson, TX 75654, 21 Acres: [https://www.zillow.com/homedetails/248-](https://www.zillow.com/homedetails/248-State-Highway-42-S-Henderson-TX-75654/243646944_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)

[State-Highway-42-S-Henderson-TX-](https://www.zillow.com/homedetails/248-State-Highway-42-S-Henderson-TX-75654/243646944_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)
[75654/243646944_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare](https://www.zillow.com/homedetails/248-State-Highway-42-S-Henderson-TX-75654/243646944_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)
\$64,900 – County Road 4108 – Henderson, 75654, 4 Acres: [https://www.zillow.com/homedetails/LOT-1-County-](https://www.zillow.com/homedetails/LOT-1-County-Road-4108-W-Henderson-TX-75654/458213377_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)

[Road-4108-W-Henderson-TX-](https://www.zillow.com/homedetails/LOT-1-County-Road-4108-W-Henderson-TX-75654/458213377_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)
[75654/458213377_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare](https://www.zillow.com/homedetails/LOT-1-County-Road-4108-W-Henderson-TX-75654/458213377_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)
\$170,000 – CR 376 @ US 259 S – Henderson, 75654, 14.5 Acres: [https://www.zillow.com/homedetails/Tbd-Us-](https://www.zillow.com/homedetails/Tbd-Us-259-S-Henderson-TX-75654/464631571_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)

[259-S-Henderson-TX-](https://www.zillow.com/homedetails/Tbd-Us-259-S-Henderson-TX-75654/464631571_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)
[75654/464631571_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare](https://www.zillow.com/homedetails/Tbd-Us-259-S-Henderson-TX-75654/464631571_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)
\$145,000 – SH 43 SW of Tatum, 4.92 Acres: [https://www.zillow.com/homedetails/43-Sh-Tatum-TX-](https://www.zillow.com/homedetails/43-Sh-Tatum-TX-75691/462860515_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)

[75691/462860515_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare](https://www.zillow.com/homedetails/43-Sh-Tatum-TX-75691/462860515_zpid/?utm_campaign=zillowwebmessage&utm_medium=referral&utm_source=txtshare)