

**Bexar County
Emergency Services District No. 2
Meeting Minutes
March 23, 2010
10:30 A.M.**

Bexar County Emergency Services District No. 2 conducted a meeting at the District Office located on 11511 Potranco Road, San Antonio, Texas 78253, Tuesday, March 23, 2010 at 10:30 A.M. and discussed the following;

1. Commissioner Panter called the Bexar County Emergency Services District No. 2 Meeting to Order at 11:30 A.M. and established a quorum. Commissioner Ninan was unable to attend.
 - A. The Pledge of Allegiance was recited.
2. Citizen's Public Forum. (3 minute time limit per individual) There were no citizens signed up to speak during this segment.
3. Approval of the Meeting Minutes from the March 18, 2010 meeting. Commissioner Partee made a motion to accept the meeting minutes. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote in favor of.
4. Workshop.
 - 4.1 Commissioner Panter called the Workshop to Order and established a Quorum.
 - 4.2 Discussion on the following items;
 - a. Acquisition of a ladder truck. Commissioner Brown requested that this item be deferred until a later time.
 - b. Performing an inventory of all ESD equipment to include labeling and the retrieval of equipment not being used efficiently. The Board discussed on obtaining bar coded labels to placed on all ESD equipment.
 1. PPE issued out to members/firefighters/medics that are not responding to calls and/or attending training. Commissioner Partee informed the Board that some PPE is outdated.
 - c. Status of the new contract with GVVFD. The Board reviewed the talking points letter that the President of GVVFD Board emailed earlier.

- d. **First responder vehicles.** In an effort to reduce wear and tear on the fire apparatus, the Board is looking into the purchase of Ford 250 vehicles to use as First Responder vehicles.
- e. **ESD web site.** Commissioner Panter suggested that this item be deferred.
- f. **Development and distribution of a newsletter for the District.** Commissioner Partee expressed that this might be good for the District.
- g. **Administrative Resolution for establishing FF awards and decorations program.** Commissioner Partee suggested that a committee be set up after Commissioner Panter stated that this had to be in place for the District.
- h. **Addressing receipt and dissemination of ESD information by the Secretary/Treasurer.** Commissioner Panter would like there to be one individual to focus on addressing receipt and dissemination of ESD information.
- i. **Emergency equipment requests.** Commissioner Partee spoke about HAZ MAT incidents and how they might be emergency requests but the Board did not come into any conclusion.
- j. **Recoupment action for lost or damaged ESD equipment.** Commissioner Partee spoke about oil overfilling on several trucks. Commissioner Panter spoke about lost equipment and if it belongs to the District, then we should have a policy in place dealing with lost or damaged ESD equipment.
- k. **Monetary/Capitalization reserve for the ESD.** Commissioner Brown stated that this is an item that should be considered for the next fiscal year budget cycle.

4.3 **Adjourn.** Commissioner Partee made a motion to adjourn. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote in favor of. Workshop adjourned at 1:23 P.M.

5. **Discussion and appropriate action on the following;**

- a. **Acquisition of a ladder truck.** Commissioner Partee made a motion to table this item. Commissioner Kolar seconded the motion. Motion carried by a 3/0 vote in favor of.
- b. **Performing an inventory of all ESD equipment to include labeling and the retrieval of equipment not being used efficiently.** Commissioner Partee stated that this item will take all of the Board working together to accomplish it. Commissioner Partee made a motion to purchase labels for approximately \$ 2,400.00.

Commissioner Brown seconded the motion. Motion carried by a 3/0 vote in favor of.

- 1. PPE issued out to members/firefighters/medics that are not responding to calls and/or attending training. Commissioner Partee made a motion to send the Fire Chief a letter requesting that PPE be recovered from members/firefighters not responding to calls and/or attending training. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote in favor of.**
- c. Status of the new contract with GVVFD. Commissioner Partee wants a letter sent to Mr. Campbell about GVVFD for advice, Commissioner Panter wants to clear with Mr. Campbell on three items in the letter sent from the President of GVVFD and Commissioner Brown wants to send a letter to GVVFD asking for clarification.**
- d. First responder vehicles. Commissioner Kolar wants to investigate the funding first before making any decisions.**
- e. ESD web site. Commissioner Panter made a motion to table this item. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote in favor of.**
- f. Development and distribution of a newsletter for the District. Commissioner Panter suggested that this item be deferred.**
- g. Administrative Resolution for establishing Fire Fighter awards and decorations program. Commissioner Partee made a motion that a committee be established for this (Commissioners Panter & Brown) Commissioner Brown seconded the motion. Motion carried by a 3/0 vote in favor of.**
- h. Addressing receipt and dissemination of ESD information by the Secretary/Treasurer. Commissioner Panter made a motion that receipt and dissemination of ESD information will be handled by the Secretary/Treasurer. Commissioner Partee seconded the motion. Motion carried by a 3/0 vote in favor of.**
- i. Emergency equipment requests. Commissioner Partee requested that this item be tabled but no further action ensued.**
- j. Recoupment action for lost or damaged ESD equipment. Commissioner Partee made a motion to refer this to the District's insurer (VFIS). Commissioner Kolar seconded the motion. Motion carried by a 3/0 vote in favor of.**
- k. Monetary/Capitalization reserve for the ESD. Commissioner Kolar made a motion to table this item until the next fiscal year budget.**

Commissioner Partee seconded the motion. Motion carried by a 3/0 vote in favor of.

- I. **Getting the owner/owners of the private road next to Station #2 to sign a release form that was drawn up by the ESD attorney, informing them that the ESD will fund improvements of the first 300 ft. of the private road/driveway and releasing the ESD of any/all future liabilities. Commissioner Partee made a motion to contact Mr. Campbell and have him draw up the necessary release form. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote in favor of.**

6. **Adjourn. Commissioner Partee made a motion to adjourn. Commissioner Panter seconded the motion. Motion carried by a 3/0 vote in favor of. Meeting adjourned at 1:48 P.M.**

ATTEST:

**Mr. Frank Partee
Secretary/Treasurer**

**Ms. Gloria Salinas
Administrator**