

**Bexar County
Emergency Services District No. 2
Meeting Minutes
April 15, 2010
7:00 P.M.**

Bexar County Emergency Services District No. 2 conducted a meeting at the District Office located on 11511 Potranco Road, San Antonio, Texas 78253, Thursday, April 15, 2010 at 7:00 P.M. and discussed the following;

1. Commissioner Brown called the Bexar County Emergency Services District No. 2 Meeting to Order at 7:00 P.M. and established a quorum. Commissioner Panter was unable to attend due to a family emergency.
 - A. The Pledge of Allegiance was recited.
2. Citizen's Public Forum. (3 minute time limit per individual). Several speakers signed up to speak, most notably, Mr. Josh Brown informed the Board that he was resigning from the GVVFD Board. Mr. Marvin Kolar also turned in his letter of resignation to Commissioner Brown effective immediately and then left the meeting.
3. Approval of the Meeting Minutes from the March 23, 2010 meeting. Commissioner Partee made a motion to approve the meeting minutes. Commissioner Ninan seconded the motion. Motion carried by a 3/0 vote in favor of.
4. Presentation of the District's FY 2008-09 Annual Audit Report by Mr. Nelson Harborth of Armstrong, Vaughn & Associates. Mr. Nelson gave the Board a presentation of the District's Annual Audit Report Fiscal Year Ended September 30, 2009.
5. OLD BUSINESS:
 - 5.1 Discussion and appropriate action on the Geronimo Village Volunteer Fire Department Monthly Reports to the District. Commissioner Partee made a motion to accept items 5.1 a. b. and c. Commissioner Ninan seconded the motion. Motion carried by a 3/0 vote in favor of.
 - a. Monthly Activity Report. Commissioner Brown stated that the average response time was good. Commissioner Partee asked for a report of lost equipment from the fire department.
 - b. Monthly Budget Report. Commissioner Partee was concerned about the 40+ hour's week worked by some of the firefighters creating O/T. It was explained that it was due to some firefighters covering for other firefighters that were attending training school.

- c. **Presentation of the GVVFD Funding Request to the District based on their Monthly Budget Report. No comments on this.**
- 5.2 **Review, discussion and appropriate action on approving a funding and payment request from GVVFD. Commissioner Partee made a motion to \$ 55,324.17 to GVVFD. Commissioner Ninan seconded the motion. Motion carried by a 3/0 vote in favor of.**

At this time, the Board took a short recess so that the Administrator could process any checks for GVVFD.

6. **Convened as Board Members of District 2 Fire & Rescue at 8:15 P.M.**

Reconvened as Board Members of ESD No. 2 at 8:54 P.M.

7. **Discussion, updates and appropriate action on the following;**
- a. **Reimbursement to Commissioners of cell phone bills pertaining to ESD business. This item was deferred.**
 - b. **Establishing of policies on the following; (all of b. 1-4 was deferred.)**
 - 1. **What the response districts are;**
 - 2. **Restrictions on leaving or being absent from your "first in" response district;**
 - 3. **Leaving the ESD No. 2 District;**
 - 4. **Clarification on what units are assigned to what fire station/response district.**
 - c. **Continued violations by fire units. This item was deferred.**
 - d. **Status of the new contract with GVVFD. The GVVFD President asked several questions on the contract. A copy of the contract with explanation was given back to GVVFD for their review.**
 - d. **First responder vehicles. This item was deferred.**
 - e. **Administrative Resolution for establishing Fire Fighter awards and decorations program. Commissioner Partee stated that it was a good idea to recognize firefighters once a year.**
 - h. **Recoupment action for lost or damaged ESD equipment. This item was deferred.**
 - k. **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. The Board will pick this item from where Mr. Kolar left off since he is no longer a Board Member.

8. FINANCIAL REPORT.

- a. **Review of the Financial Report.** Commissioner Partee informed the Board that the financial status of the District was in good shape. He spoke briefly about Station No. 4 and hiring employees.
- b. **Action to pay the outstanding bills due for the month.** Commissioner Partee made a motion to pay the bills. Commissioner Ninan seconded the motion. Motion carried by a 3/0 vote in favor of.
- c. **Possibly amending of the FY 2009 Budget.** This item was deferred and will be addressed in a workshop to be held within two weeks.

9. **Determine the agenda, date and time for the next Board Meeting.** The next meeting is tentatively scheduled to be held on May 20, 2010. We will add a communication item on the agenda to inform the community what is going on.

10. **Adjourn.** Commissioner Partee made a motion to adjourn. Commissioner Ninan seconded the motion. Motion carried by a 3/0 vote in favor of. Meeting adjourned at 9:33 P.M.

ATTEST:

Mr. Frank Partee
Secretary/Treasurer

Ms. Gloria Salinas
Administrator