

**Bexar County
Emergency Services District No. 2
Meeting Minutes
January 17, 2012
7:00 P.M.**

Bexar County Emergency Services District No. 2 conducted a meeting at the District Office located on 7045 Old Talley Road, San Antonio, Texas 78253, and discussed the following;

- 1. Commissioner Perez called the Bexar County Emergency Services District No. 2 Meeting to Order at 7:05 P.M. and established a quorum with all members present.**
 - a. The Pledge of Allegiance was recited.**
- 2. Citizen Public Forum. (Individuals will have 3 minutes to address the Board.) Several individuals spoke about forming a local ESD Association for Bexar County.**
- 3. Approval of the Minutes from the December 20, 2011 meeting and the special meeting of January 14, 2012. Commissioner Ninan made a motion to approve the minutes from the December 20, 2011 meeting. Commissioner Hickman seconded the motion. Motion carried by a 5/0 vote in favor of.**
- 4. Review, discussion and appropriate action on approving Geronimo Village Volunteer Fire Department's monthly funding request for services rendered to the District for the past month.**
 - a. Summary by Secretary/Treasurer on the GVVFD Monthly Reports. (The Board may ask questions of GVVFD personnel for clarification purposes.) Commissioner Hickman updated the Board on the monthly reports.**
 - b. Motion to approve monthly payment to GVVFD for services rendered. Commissioner Ninan made a motion to approve the monthly payment to GVVFD for services rendered in the amount of \$ 5,133.57. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote in favor of.**
- 5. Discussion, updates and appropriate action on the following;**
 - a. Update on the GVVFD contract with the District. Commissioner Ninan made a motion to table the GVVFD contract with the District. Commissioner Hickman seconded the motion. Motion carried by a 5/0 vote in favor of.**

- b. Update on the reorganization of the Emergency Services Director and firefighters.**
 - 1. Review and approval of firefighter job descriptions. This item was deferred.**
 - 2. Action to change the title of the Emergency Services Director to Fire Chief. Commissioner Lemanski made a motion to change the title of the Emergency Services Director to Fire Chief. Commissioner Hickman seconded the motion. Motion carried by a 4/0/1 vote in favor of.**
 - 3. Review and approval of the Fire Chief's job description. This item was deferred.**

c. Review of building security.

- 1. Keys.**
- 2. Alarm systems.**

Items 1 & 2 were combined with the motion as follows; under master keys, there will be three levels; 1. All board members will have total access to all doors at station 2 & 3; 2. Fire Chief will have access to all doors minus the ESD office and 3. Officers will have access to doors as determined by the Fire Chief. Under item 2, each board member will have their own security code to enter and exit the building. This motion was made by Commissioner Hickman and seconded by Commissioner Lemanski. Motion carried by a 5/0 vote in favor of.

- d. Possible retaining of a Project Manager/Civil Engineer for the necessary feasibility studies. Mr. Gabriel Perez of Perez Project Consulting briefed the Board on what was necessary under the feasibility studies for the property that the District was considering purchasing. Commissioner Ninan made a motion to retain Perez Project Consulting to do a feasibility study on the HWY 211 property that the District was considering purchasing. Commissioner Hickman seconded the motion. Motion carried by a 4/0/1 in favor of.**
- e. Approval to organize and join the proposed local Bexar County ESD Association. Commissioner Lemanski made a motion to organize and join the local Bexar County ESD Association. Commissioner Ninan seconded the motion. Motion carried by a 5/0 vote in favor of.**

At this time, the Board will recess to go into a meeting of the District 2 Fire & Rescue.

- 6. Meeting as District 2 Fire & Rescue. Recess was called at 8:03 P.M. so that the Board could meet as the District 2 Fire & Rescue Board.**

ESD No. 2 will reconvene back into session once item 6 is completed. (The Board came back from recess at 8:48 P.M.)

7. FINANCIAL REPORT.

- a. **Review of the Financial Report. Commissioner Hickman summarized and reviewed the financial report with the Board.**
 - b. **Action to pay the outstanding bills due for the month. Commissioner Hickman made a motion to pay the outstanding bills in the amount of \$ 5,302.54. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote in favor of.**
 - c. **Consider and approve a request and transfer of \$ 75,000.00 into the District 2 Fire & Rescue account for operating expenses. Commissioner Brown made a motion to approve a request and transfer of \$ 75,000.00 into the District 2 Fire & Rescue account for operating expenses. Commissioner Hickman seconded the motion. Motion carried by a 5/0 vote in favor of.**
- 8. Identify possible agenda items, date and time for the next meeting. The next meeting is tentatively scheduled for Saturday, January 21, 2012 and the regular meeting is scheduled for Tuesday, February 21, 2012.**
- 9. Adjourn. With no further business before the Board, Commissioner Ninan made a motion to adjourn. Commissioner Lemanski seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 8:54 P.M.**

ATTEST:

**Mr. George Hickman
Secretary/Treasurer**

**Ms. Gloria Salinas
Administrator**