

**Bexar County
Emergency Services District No. 2
Meeting Minutes
September 13, 2012
6:30 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 6:35 P.M. and established a quorum. Commissioners' Ninan and Hickman were unable to attend.**
 - a. The Pledge of Allegiance was recited.**
- 2. Citizen Public Forum. (Individuals will have 3 minutes to address the Board.) There weren't any citizens signed up to speak during this segment.**
- 3. Approval of the Minutes from the August 27, 2012 meeting. Commissioner Lemanski made a motion to approve the minutes. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote in favor of.**
- 4. Discussion, updates and appropriate action on the following;**
 - a. Review of the employee and safety manuals for the District. Commissioner Brown stated that he continues to work with the Chief on completing the manuals. The manual should be completed by the end of October.**
 - b. Review of the Annual Audit Report for Fiscal Year that ended September 30, 2011. The Board was given a copy of the Audit Report for their review.**
 - c. Attendance at the SAFE-D fall conference to be held in Arlington, TX, September 27 thru the 29th, 2012. Commissioner Brown made a motion to approve up to three individuals attending the conference. Commissioner Lemanski seconded the motion. Motion carried by a 3/0 vote in favor of.**
 - d. Chief's update on the status of the ESD fire fighters. The Chief reported that the District currently has 12 full time firefighters to date and expects to hire an additional 6 firefighters by the end of November.**
- 5. FINANCIAL REPORT.**
 - a. Review of the Financial Report. The Board reviewed the financial reports for the District.**

- b. **Action to pay the outstanding bills due for the month. Commissioner Brown made a motion to pay the bills. Commissioner Lemanski seconded the motion. Motion carried by a 3/0 vote in favor of.**
 - c. **Action to amend the District's FY 2012 Budget. Commissioner Brown made a motion to approve the amending of the District's FY 2012 Budget as presented. Commissioner Lemanski seconded the motion. Motion carried by a 3/0 vote in favor of.**
 - d. **Action to transfer funds (\$200,000.00) from the Money Market Account into the ESD Operations Account. Commissioner Lemanski made a motion to authorize a transfer of funds from the Money Market Account into the ESD Operations Account. Commissioner Brown seconded the motion. Motion carried by a 3/0 vote in favor of.**
6. **Determine date, time and any additional agenda items for the next meeting tentatively scheduled for October 11, 2012.**
7. **Adjourn. Commissioner Brown made a motion to adjourn. Commissioner Lemanski seconded the motion. Motion carried by a 3/0 vote in favor of. Meeting adjourned at 8:01 P.M.**

ATTEST:

Mr. George Hickman
Secretary/Treasurer

Ms. Gloria Salinas
Administrator