

**Bexar County
Emergency Services District No. 2
Meeting Minutes
March 21, 2016**

Bexar County Emergency Services District No. 2 conducted a meeting at the District Station 121 located on 2096 Talley Road, San Antonio, Texas 78253, to discuss the following:

Agenda 1. Call the Bexar County Emergency Services District No. 2 Meeting to Order and establish a quorum. Pursuant to Texas Government Code §551.127, one or more Commissioners of the Bexar County Emergency Services District No. 2 may participate remotely in this properly posted public meeting by means of a two-way videoconference call via live video and audio feed clearly visible and audible to each other commissioner and to members of the public in attendance at 2096 Talley Road, San Antonio, TX 78253. – Commissioner Benito called the meeting to order at 7:00 PM (19:00). Commissioner Benito, Commissioner Cash, Commissioner McGinnis and Commissioner Rait were present. Commissioner Harris was absent.

Agenda 2. Citizen Public Forum. (Individuals will have 3 minutes to address the Board.) – No Request to speak were submitted.

Agenda 3. Review/Approval of the minutes from February 22, 2016 and March 10, 2016. – A motion was made by Commissioner Rait to approve the meeting minutes from February 22, 2016 and from March 10, 2016 as presented. A second to the motion was made by Commissioner McGinnis. The motion carried 4-Yes / 0-No.

Agenda 4. Discussion, updates and/or action on the following items;

a. Command Staff Report – Interim Chief Ralph Rodriguez gave the command staff report. Assistant Chief Wortes presented on the EMS Items, and Battalion Chief Sandoval presented on the Training Items.

i. General Personnel Issues – No issues to report.

b. Monthly Financial Reports – A motion was made by Commissioner Benito to accept the Financial Reports as presented. A second to the motion was made by Commissioner McGinnis. The motion carried 4-Yes / 0-No.

c. Monthly Bills – A motion was made by Commissioner McGinnis to pay the monthly bills as presented. A second to the motion was made by Commissioner Cash. The motion carried 4-Yes / 0-No.

d. Discussion and possible action regarding compromise of employment claims with Al Castillo. – No action was taken on this item

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- i. Consultation with attorney regarding compromise of employment claims with Al Castillo.** – The board entered into Executive Session at 10:22 PM (22:22). The board resumed Open Session at 11:36 PM (23:36) with no action taken during Executive Session. No action was taken during Open Session on this item.
- e. FY 2016 Budget Amendment** – A motion was made by Commissioner McGinnis to approve the FY2016 Budget Amendment 002 as presented. A second to the motion was made by Commissioner Rait. The motion carried 4-Yes / 0-No.
- f. FY 2017 Budget** – A motion was made by Commissioner Benito to appoint Interim Fire Chief Rodriguez as the Budget Officer. A second to the motion was made by Commissioner McGinnis. The motion carried 4-Yes / 0-No.
- g. Forensic Audit & Investigation** – No updates on this item. No Action taken on this item.
- h. Linebarger, Goggan, Blair & Sampson, LLP** – A representative of Linebarger, Goggan, Blair & Sampson, LLP presented a summary of the services that Linebarger, Goggan, Blair & Sampson provide to the ESD.

 - i. Funds Release for Delinquent Tax Accounts** – A motion was made by Commissioner McGinnis to release attorney's fees for services provided by Linebarger, Goggan, Blair & Sampson, LLP. A second to the motion was made by Commissioner Cash. The motion carried 4-Yes / 0-No.
 - ii. Contract Renewal Agreement** – A motion was made by Commissioner McGinnis to renew the agreement with Linebarger, Goggan, Blair, & Sampson, LLP. A second to the motion was made by Commissioner Cash. The motion carried 4-Yes / 0-No.
- i. Signature Cards for Frost Bank** – All signature cards have been signed and turned in for submittal to Frost Bank.
- j. Insurance Policy Renewal & Coverage** – VFIS to draft policy rates on Passengers, Vehicles, Directors and Officers (Board Commissioner) coverages to present at the next ESD Meeting.
- k. Repair to EMS offices at Station 122** – A motion was made by Commissioner McGinnis to approve the bid from NTW to repair the EMS Offices at Station 122. Before construction can begin, Interim Chief Rodriguez must obtain copies of Bonding and Insurance from NTW, NTW must complete Form 1295 as per state law, Obtain a quote from the Sprinkler System Vendor to add nozzles into the EMS Offices, Contact Commissioner Rait & Commissioner McGinnis with amount of bid from

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Sprinkler System, Commissioner Rait will have authority to approve the bid as long as the two bids total no more than \$20,000. A second to the motion was made by Commissioner Cash. The motion carried 4-Yes / 0-No.

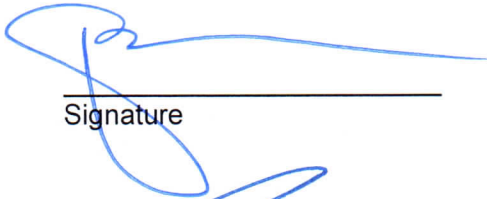
- l. Fire Chief Responsibilities / Duties** – Deferred to Special Meeting on March 31, 2016.
- m. SAFE-D 2017** – A motion was made by Commissioner Rait to approve all BCESD No. 2 commissioners and Administrative Staff to the SAFE-D Conference in 2017. Total attending to not exceed 12 individuals. A second to the motion was made by Commissioner McGinnis. The motion carried 4-Yes / 0-No.
- n. 2016 NFPA Conference** – Deferred to next meeting.
- o. Vista Community Church Contract** – No Action Taken on this item. Josh Brown to ensure current insurance from Vista Community Church is on file.
- p. House Bill 1295** – BCESD No. 2 Attorney Mark Sanchez gave a summary of the law and requirements. No Action Taken.
- q. Employee / Commissioner Reimbursement Rates** – Commissioner McGinnis will contact Kyle Coleman to obtain a copy of Bexar County's Reimbursement Policy. A motion was made by Commissioner Benito to raise the daily meal reimbursement rate from \$35 per day to \$60 per day. A second to the motion was made by Commissioner Cash. The motion carried 4-Yes / 0-No.
- r. When I Work / Time Keeping** – Command staff to present a policy at the monthly meeting in April 2016.
- s. Conceal / Open Carry Laws and Policies** – BCESD No. 2 Attorney Mark Sanchez gave a summary of the law and requirements. No Action Taken.
- t. Advertisement and The Hiring Process of a Fire Chief** – A motion was made by Commissioner McGinnis to have between 3 and 5 of the area fire chiefs not applying for the position to review applications and recommend the top candidates for the position of fire chief. A second to the motion was made by Commissioner Benito. The motion carried 4-Yes / 0-No.
- u. Bexar County Purchasing Inter Local Agreement** – A motion was made by Commissioner Rait to approve and sign the Bexar County Purchasing Agreement. A second to the motion was made by Commissioner McGinnis. The motion carried 4-Yes / 0-No.

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Agenda 5. Determine date, possible recurring date, time and any additional agenda items for the next meeting – April 18, 2016 is the next meeting. Ladder Truck to be added to next meeting.

Agenda 6. Adjourn. – A motion was made by Commissioner Benito to Adjourn the meeting at 11:38 PM (23:38). A second to the motion was made by Commissioner Rait. The motion carried 4/0.

ATTEST:



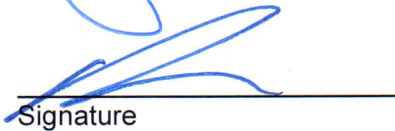
Signature

PRESIDENT

Title

APR 18, 2016

Date



Signature

Secretary

Title

04/18/16

Date