

# BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

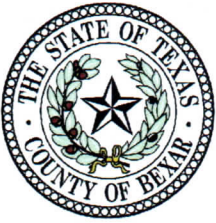


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## MEETING MINUTES AUGUST 24, 2017

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

1. **Call the Bexar County Emergency Services District No. 2 Meeting to order and establish a quorum.**
  - The meeting was called to order by Commissioner Benito at 7:00 PM (19:00). A quorum was established with Commissioner Benito, Commissioner Cash, and Commissioner Harris present. Commissioner McGinnis was absent. The meeting entered into recess at 7:05 PM (19:05). The meeting was called back to order at 7:12 PM (19:12) and a quorum was established with Commissioner Benito, Commissioner Cash, and Commissioner Harris present. Commissioner McGinnis was absent.
2. **Citizen Public Forum. (Individuals will have 3 minutes to address the Board.)** – No public speakers.
3. **Command Staff Report** – The command staff report was given by Fire Chief Rodriguez.
  - a. **Deliberation, updates and/or action regarding the following items presented by Command Staff:**
    - i. **Building/Foundation Issues at Station 123.** – Moses Crue from A-1 Engineering gave a presentation on his findings in his Geological Testing that was completed at Station 123. Crue to provide estimates of costs and report back. No Action Taken. The meeting entered into recess at 7:45 PM (19:45). The meeting entered was called back to order at 8:14 PM (20:14). A quorum was established with Commissioner Benito, Commissioner Cash, and Commissioner Harris present. Commissioner McGinnis was absent.
    - ii. **Medical Supplies** – A motion was made by Commissioner Harris to approve Bound Tree Medical as the medical supplies vendor through BuyBoard Purchasing Cooperative and to authorize all purchases of medical supplies to maintain Rev. 001 of the Medical Safety Stock List. A second to the motion was made by Commissioner Benito. The motion carried 3-Yes, 0-No.
    - iii. **Bexar County Hazardous Materials Team Memorandum of Understanding (MOU)** – No Action Taken.
    - iv. **Use of an Auction Service for un-used equipment and apparatus** – A motion was made by Commissioner Benito to approve the agreement with Rene Bates Auctioneer, Inc. as the Districts Auction Service. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
    - v. **Resolution to Adopt NIMS** – A motion was made by Commissioner Benito to adopt Order 2017-08-24-001 – Adoption of National Incident Management System – Incident Command



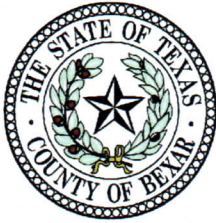
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System allowing Fire Chief Ralph Rodriguez, Assistant Chief Trevor Wortes, and Commissioner David Harris to execute the order. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.

- vi. **EMS Expo Conference** – A motion was made by Commissioner Benito to send 5 (five) members to the EMS Expo on October 16-20, 2017. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
  - vii. **Staffing in the Alamo Ranch area** – Chief Rodriguez notified commissioner of temporary staging in Alamo Ranch area. No Action Taken.
4. **Review/Approval of the meeting minutes from July 27, 2017 & August 3, 2017.** – A motion was made by Commissioner Benito to approve the meeting minutes from July 27, 2017 & August 3, 2017. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
  5. **Deliberation, updates and/or action regarding the FY2017-2018 Budget.** – A motion was made by Commissioner Benito to approve the FY2017-2018 Budget as presented. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
  6. **Deliberation, updates and/or action regarding amendment of the FY2016-2017 Budget.** – A motion was made by Commissioner Benito to authorize amendments of the budget as presenting. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
  7. **Deliberation, updates, and/or action regarding transfer of \$50,000 from Bexar County ESD No. 2 into District 2 Fire and Rescue's Frost Checking Account.** – A motion was made by Commissioner Benito to approve a transfer of \$50,000 to District 2 Fire & Rescue. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
  8. **Deliberation, updates and/or action regarding the following items:**
    - a. **Financial Reports.** – A motion was made by Commissioner Benito to approve the Financial Reports. A second to the motion was made by David Harris. The motion carried 3-Yes, 0-No.
    - b. **Cash Reconciliations.** – A motion was made by Commissioner Benito to approve the cash reconciliations. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
    - c. **Authorization to pay/ratify monthly bills due/paid.** – A motion was made by Commissioner Benito to approve the payment of bills due as presented. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
  9. **Deliberation, updates and/or action regarding the Engagement Letter from Martinez, Rosario & Company to conduct a financial review in preparation of the FY2016-2017 Audit.** – A motion was made by Commissioner Benito to re-approve the Engagement Letter from Martinez, Rosario & Company
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with changes made by Martinez, Rosario and Company to include a Liquidating Damage Clause. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No

**10. Deliberation, updates and/or action regarding Annexation and the Highway 151 Annexation Group.** – Deferred



**11. Deliberation, updates and/or action regarding:** - The meeting entered into closed session at 8:57 PM (20:57) under section 551.071 to consult with the District's Attorney. The meeting entered into open session at 9:00 PM (21:00) with no action taken during closed session.

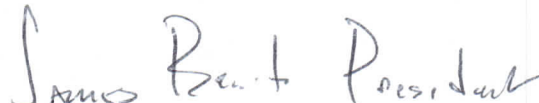
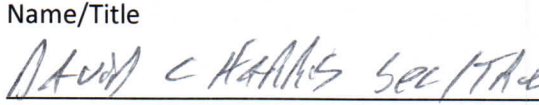
a. **Klonek v. Bexar County Emergency Services District No. 2 – Civil Action No. 5:16-cv-00621-FB.** – No Action Taken.

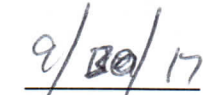
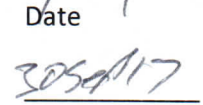
b. **Castillo, Jr. v. Bexar County Emergency Services District No. 2 – Civil Action No. 5:16-cv-538-OLG.** – No Action Taken.

**12. Determine date, possible recurring date, time and any additional agenda items for the next meeting.** – September 6, 2017 at 7 PM

**13. Adjourn.** – A motion was made by Commissioner Benito to adjourn the meeting at 9:01 PM (21:01). A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.

ATTEST:   
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