



BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2



MEETING MINUTES SEPTEMBER 29, 2017

Bexar County Emergency Services District No. 2 conducted a meeting in the Bexar County Emergency Services District No. 2 Meeting Room located at 7045 Old 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.**
– Commissioner Benito called the meeting to order at 7:15 PM (19:15). A quorum was established with Commissioner Benito, Commission 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**
 - a. **Deliberation, updates and/or action regarding the following items presented by Command Staff:**
 - i. **Building/Foundation Issues at Station 123** – No Action Taken
 - ii. **Purchase of Battalion Chief Vehicle** – A motion was made by Commissioner Cash to approve the purchase of a Battalion Chief Vehicle through a purchasing cooperative at a cost not to exceed \$110,000. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
 - iii. **Bexar County Hazardous Materials Team Memorandum of Understanding (MOU)** – A motion was made by Commissioner Cash to approve a Memorandum of Understanding to obtain a Bexar County Hazardous Materials Truck, Trailer & Equipment. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
 - iv. **Staffing in the Alamo Ranch area** – No Action Taken.
 - v. **Public Relations Material for Fire Prevention Week** – A motion was made to approve the purchase of Materials from Alert-All in the amount of \$4,310.00. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
4. **Review/Approval of the meeting minutes from August 24, 2017, September 6, 2017 and public hearing minutes from August 24, 2017 & August 29, 2017.** – A motion was made by Commissioner Benito to approve the meeting minutes from August 24, 2017, September 6, 2017 and the public hearing minutes from August 24, 2017 and August 29, 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 following Policies and Procedures:**
 - a. **Vacation/PTO Policy** – A motion was made by Commissioner Benito to approve Rev.001 of the Vacation/PTO Policy. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
 - b. **Purchasing Card Policy** – No Action Taken
 - c. **Purchasing and Reimbursement Policy** – No Action Taken



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d. Commissioners Duties, Responsibilities, & Compensation – No Action Taken

6. Deliberation, updates and/or action regarding the following items:

- a. Financial Reports.
- b. Cash Reconciliations.
- c. Authorization to pay/ratify monthly bills due/paid.
- d. Quarterly Investment Report

A motion was made by Commissioner Benito to approve items 6a-6d. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.

7. **Deliberation, updates and/or action regarding amendment of the FY2016-2017 Budget.** – A motion was made by Commissioner Benito to approve the budget amendments as presented in Rev 003. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.

8. **Deliberation, updates and/or action regarding Retirement Match Rate with TCDRS.** – Deferred, No Action Taken.

9. **Deliberation, updates and/or action regarding a Tuition Assistance and Educational Incentive Pay Program.** – Deferred, No Action Taken

10. **Deliberation, updates and/or action regarding the SAFE-D Conference in 2018.** – A motion was made by Commissioner Cash to send 10 members and 5 commissioners to the SAFE-D Conference in February 2018. A second to the motion was made by Commissioner Benito. The motion carried 3-Yes, 0-No.


11. Deliberation, updates and/or action regarding:

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

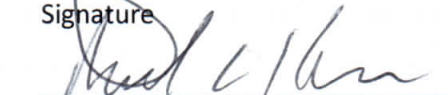
12. **Determine date, possible recurring date, time and any additional agenda items for the next meeting.** – October 23, 2016

13. **Adjourn.** A motion was made by Commissioner Benito to adjourn the meeting at 8:31 PM. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.


ATTEST:



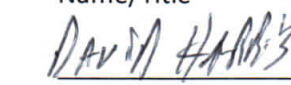
 Signature



 Signature

 *Pres. Jan 7*

 Name/Title

 *Sec/Tha.*

 Name/Title

10-23-2017

 Date

23 Oct 17

 Date