



BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2



MEETING MINUTES DECEMBER 11, 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.**
– The meeting was called to order by Commissioner Benito at 7:13 PM (19:13). 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. **Deliberation, updates and/or action regarding the Mission Statement.** – No Action Taken, to be added to January 2018 Meeting Agenda.
4. **Command Staff Report**
 - a. **Deliberation, updates and/or action regarding the following items presented by Command Staff:**
 - i. **Building/Foundation Issues at Station 123** – A motion was made by Commissioner Benito to authorize \$4,000 for a leak test to be performed on the grounds of Station 123. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
 - ii. **Purchase of an Additional Command Vehicle** – A motion was made by Commissioner Benito to purchase a new Command Vehicle not to exceed \$47,000 and accept Gunn Chevrolet's Buy Board Proposal. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
 - iii. **Purchase of a replacement Battalion Chief Response Vehicle.** – No Action Taken, Truck to be delivered in Feb 2018.
 - iv. **Purchase of Ambulances** – No Action Taken, Ambulances to be delivered in May 2018.
 - v. **Contract for EMS Medical Control Services** – No Action Taken.
5. **Review/Approval of the meeting minutes from November 29, 2017.** – A motion was made by Commissioner Benito to approve the meeting minutes from November 29, 2017. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
6. **Deliberation, updates and/or action regarding the following items:**
 - a. **Financial Reports**
 - b. **Cash Reconciliations & Investment Reports**
 - c. **Authorization to pay/ratify monthly bills due/paid**
A motion was made by Commissioner Benito to approve Item 6a – 6c. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
 - d. **Sales Tax** – No Action Taken.



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7. **Deliberation, updates and/or action regarding Payroll Processing Services.** - A motion was made by Commissioner Benito to terminate the payroll services contract with ADP. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
8. **Deliberation, updates and/or action regarding Annual Newspaper Posting as required by Texas Health and Safety Code §775.036.** – A motion was made by Commissioner Benito to publish the ESD Information in the newspaper as per Texas Health and Safety Code §775.036. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
9. **Deliberation, updates and/or action regarding a Tuition Assistance and Educational Incentive Pay Program.** – Administration to develop a program for ESD Approval. Item to be added to January 2018 Meeting Agenda.
10. **Deliberation, updates and/or action on the hiring, appointment, employment, vacation, evaluation, duties, reassignment of duties of public officers, members, or employees.** – No Action Taken.
11. **Deliberation, updates and/or action regarding on the District’s Strategic Plan, 10 Year Forecast, and review of FY2016 and FY2017.** – No Action taken, to be added to January 2018 Meeting Agenda.
12. **Determine date, possible recurring date, time and any additional agenda items for the next meeting.** – To Be Determined.
13. **Adjourn.** - A motion was made by Commissioner Benito to adjourn the meeting at 8:10 PM (20:10). A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.

ATTEST:

Signature

Signature

President

Name/Title

Sec/Tre

Name/Title

29 Jan 18

Date

29 Jan 18

Date