



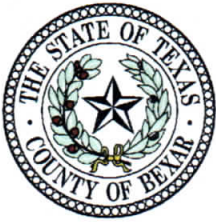
BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2



MEETING MINUTES JANUARY 29, 2018

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:

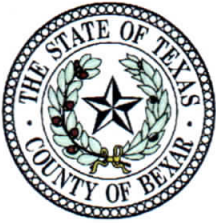
1. **Call the Bexar County Emergency Services District No. 2 Meeting to order and establish a quorum.**
- The meeting was called to order at 7:50 PM (19:50). A quorum was established with Commissioner Benito, Commission Cash and Commissioner Harris present. Commissioner McGinnis was absent.
2. **Citizen Public Forum. (Individuals will have 3 minutes to address the Board.)** – No Public Speakers
3. **Deliberation, updates and/or action regarding the Election of Officers.** – A motion was made by Commissioner Harris to maintain the current officers with James Benito as President, Richard Cash as Vice President, David Harris as Secretary/Treasurer and Randy McGinnis as Assistant Treasurer. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
4. **Deliberation, updates and/or action regarding the Mission Statement.** – No Action Taken, Chief Ralph Rodriguez to develop an updated Mission Statement.
5. **Command Staff Report** – The Command Staff Report was given by Fire Chief Ralph Rodriguez.
 - a. **Deliberation, updates and/or action regarding the following items presented by Command Staff:**
 - i. **Building/Foundation Issues at Station 123** – American Leak Detection has completed their leak test and found no leaks in the water supply lines or the sewage lines. No Action Taken.
 - ii. **Purchase of a Replacement Command Tahoe** – Tahoe on order, estimated completion date of May 2018. No Action Taken.
 - iii. **Purchase of a Battalion Chief Response Vehicle** – Estimated completion date of late April 2018. No Action Taken.
 - iv. **Purchase of Ambulances** – Estimated completion date of May 2018. No Action Taken.
 - v. **Purchase of New Computers for In Truck Computer Aided Dispatch** – A motion was made by Commissioner Benito to accept the proposal from Dell and purchase 4 Tablets to be used in the Apparatus as Computer Aided Dispatch Mobile Data Terminals not to exceed the cost of \$8,000 under the Bexar County Purchasing Contract. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
 - vi. **Purchase of New Rugged Laptops for Tablet PCR** – A motion was made by Commissioner Harris to accept the proposal from Dell and purchase 12 Rugged Laptops to be used as mobile terminals for Electronic Patient Care Reporting not to exceed the cost of \$35,000 under the Bexar County Interlocal Purchasing Contract. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
 - vii. **Purchase of Tablet PCR Software Licensing and Support** – A motion was made by Commissioner Harris to accept the proposal from STRAC and purchase 8 licenses of the



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- ePCR software and hosted support. A software that has been approved by the County's Medical Control and used by all County Fire Department at a cost of \$6,450 for a 1 year subscription. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
- viii. **Purchase of Modems and Antennas for Apparatus** – A motion was made by Commissioner Cash to accept the proposal from FarrWest Environmental and purchase vehicle mounted cellular modems and roof mount antennas for the three Engines, one Platform Ladder Truck, and Ambulances through the Buy Board Contract not to exceed \$11,000. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- ix. **Purchase of Motorola Mobile Radios for Apparatus and Ambulances** – A motion was made by Commissioner Harris to accept the proposal from Motorola and purchase 6 Motorola Mobile Radios for three Engines, one Platform Ladder and two Ambulances not to exceed the cost of \$37,000. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
- x. **Purchase of New Self Contained Breathing Apparatus** – A motion was made by Commissioner Harris to accept the proposal from Municipal Emergency Services and purchase 42 Self Contained Breathing Apparatus' (SCBA) and 5 Rapid Intervention Team Packs (RIT Packs) not to exceed the cost of \$311,000. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
- xi. **Purchase of Lexipol Software and Services Subscription** – A motion was made by Commissioner Cash to accept the proposal from Lexipol and purchase an annual software subscription and 30 hours of implementation support in the amount of \$14,509.00. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- xii. **Purchase of FARO Zone Software for Pre-Plans, Incident Documentation and Training** – A motion was made by Commissioner Harris to accept the FARO proposal and purchase 1 license of FARO Zone 3D and 4 Licenses of FARO Zone 2D software to Pre-Plans, After Action Reviews and Training at a cost of \$4,095.00. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
- xiii. **Request to send members to FDIC April 23-28 in Indianapolis, IN** – A motion was made by Commissioner Cash to send 5 members to the FDIC Conference on April 23-28 in Indianapolis, IN. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- xiv. **Request to send members Driver Operator Class reimbursable through TIFMAS** – A motion was made by Commissioner Harris to accept the proposal from R&D Gothard Enterprises (Fire In Texas) for 16 students to attend a Hybrid Driver Operator Class at a cost of \$6,400 subject to possible reimbursement through TIFMAS. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
- xv. **Bexar County Hazardous Materials Equipment Memorandum of Understanding** – A motion was made by Commissioner Harris to accept and execute the Bexar County Hazardous Materials Equipment Memorandum of Understanding upon the approval from the District's Legal Counsel. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.
- xvi. **Contract for EMS Medical Control Services** – No Action Taken.



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xvii. **Contract for EMS Billing Services** – Contract has been executed. No Action Taken.

6. **Review/Approval of the meeting minutes from December 11, 2017.** – A motion was made by Commissioner Cash to approve the meeting minutes from December 11, 2017 as submitted. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.

7. **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 Cash to approve Item 7a – 7c. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.

- d. **Sales Tax** – No Action Taken.

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

9. **Deliberation, updates and/or action on the hiring, appointment, employment, vacation, evaluation, duties, reassignment of duties of public officers, members, or employees.**

- a. **Open Firefighter Positions** – No Action Taken, New Members to Start in February.
- b. **Open Assistant Chief Positions** – Applications under review.
- c. **Driver Operator Positions** – A motion was made by Commissioner Cash to create an Engineer position at a starting pay of \$13.50 per hour or a \$1.00 rate increase for all shifts at each station for those promoting from Firefighter to Engineer. A second to the motion was made by Commissioner Benito. The motion carried 3-Yes, 0-No.


10. **Deliberation, updates and/or action regarding the following:**

- a. **FY2017-2018 Budget** – Discussion on Current Budget Status. No Action Taken.
- b. **Strategic Plan** - Discussion on Sales Tax income and long term planning. No Action Taken.
- c. **10 Year Forecast** - Discussion on Sales Tax income and long term planning. No Action Taken.


11. **Determine date, possible recurring date, time and any additional agenda items for the next meeting.** – February 12, 2018 at 7:00 PM

12. **Adjourn** – A motion was made by Commissioner Cash to adjourn the meeting at 9:05 PM (21:05). A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.

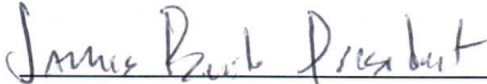
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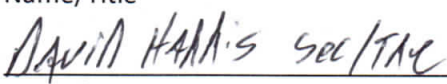
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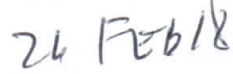
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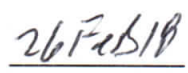
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