

# BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

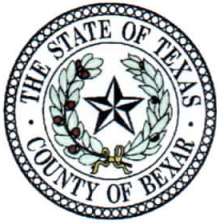


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## MEETING MINUTES APRIL 23, 2018

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 by Commissioner Benito at 8:40 PM (20:40). 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. **Deliberation, updates and/or action regarding Armstrong, Vaughan & Associates FY2016-2017 Audit.** – Kim Roach from Armstrong, Vaughan & Associates gave update on Audit giving an unmodified opinion. No action taken.
4. **Command Staff Report** – The Command Staff Report was given by Chief Rodriguez.
  - 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 a Replacement Command Tahoe** – Delivery in two weeks. No Action Taken.
    - iii. **Purchase of a Battalion Chief Response Vehicle** – Delivery in two weeks. No Action Taken.
    - iv. **Purchase of Two Ambulances** – Delivery in 6 weeks. No Action Taken.
    - v. **Purchase of Equipment for Fire Apparatus** – A motion was made by Commissioner Harris to purchase equipment as proposed by the command staffs purchase report to purchase equipment from Municipal Equipment, Metro Fire, Dooley Tackaberry, FarrWest, Elf Hardware and Plastix Plus to outfit the New Fire Apparatus. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
    - vi. **Purchase of Traffic Safety Vests** – A motion was made by Commissioner Cash to purchase new Traffic Safety Vests and approve the proposal from Fire Ninja in the amount of \$3,119.22. A second to the motion was made by Commissioner Harris. The motion carried with 3-Yes and 0-No.
    - vii. **Purchase of Bunker Gear** – A motion was made by Commissioner Cash to purchase bunker gear and approve the proposal from Dooley Tackaberry in the amount of \$49,661.59. A second to the motion was made by Commissioner Harris. The motion carried with 3-Yes and 0-No.
    - viii. **Purchase of TechGen Gear** – A motion was made by Commissioner Harris to purchase TechGen (Rescue & Wildland PPE) and approve the proposal from Dooley Tackaberry in the amount of \$7,432.94. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.



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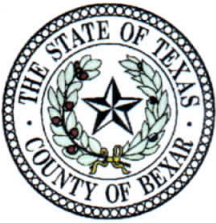
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- ix. **Purchase of Laptop for the Assistant Chief** – A motion was made by Commissioner Benito to purchase a dell laptop and accessories and approve the proposal from Dell Computers in the amount of \$3,094.98. A second to the motion was made by Commissioner Harris. The motion carried with 3-Yes and 0-No.
  - x. **Purchase of Fire Prevention Supplies and Handout Materials** – A motion was made by Commissioner Harris to purchase supplies and handout materials for the Prevention Division and approve the proposal from Alert-All in the amount of \$4,063.00. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
  - xi. **ISO Audit** – Site Visit in July by Consultant. No Action Taken.
  - xii. **Bexar County Hazardous Materials Equipment Memorandum of Understanding** – Bexar County Maintenance is working on the Trailer. Once complete, equipment to be delivered. No Action Taken.
  - xiii. **Station Alerting System at Station 121** – In Process, No Action Taken.
  - xiv. **Contract for EMS Medical Control Services** – In final review at University of Texas Health Science Center San Antonio's legal counsel. No Action Taken.
  - xv. **STRAC Regional Infectious Control Officer Program** – Enrollment Complete. No Action Taken.
  - xvi. **Live Fire Training at San Antonio College in May & June 2018** – A motion was made by Commissioner Benito to allow for up to \$4500 to rent the San Antonio College Fire Academy Facilities for Live Fire Training for all shifts. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
  - xvii. **Education by the Sea Conference May 17-19** – A motion was made by Commissioner Benito to send members to the free Education by the Sea Conference in May. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
  - xviii. **2018 Annual Awards Banquet** - A motion was made by Commissioner Benito to utilize the Courtyard Marriott on Hwy 151 for the 2018 Annual Awards Banquet and to pay the deposit of \$1,000. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
  - xix. **Purchase of Mobile and Handheld Radios** – A motion was made by Commissioner Harris to purchase 3 Motorola Handheld Radios and 1 Harris Radio in the amount of \$20,410.03. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
5. **Review/Approval of the meeting minutes from March 21, 2018.** – A motion was made by Commissioner Benito to approve the meeting minutes from March 21, 2018. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
  6. **Deliberation, updates and/or action regarding the following items:**
    - a. **Financial Reports**
    - b. **Cash Reconciliations**
    - c. **Investment Reports**
    - d. **Authorization to pay/ratify monthly bills due/paid**– A motion was made by Commissioner Harris to approve items 6a-6d. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
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7. **Deliberation, updates and/or action regarding an amendment to the Interlocal Service Agreement between Bexar County Emergency Services District 6 Fire & Rescue and Bexar County Emergency Services District No. 2.** – A motion as made by Commissioner Harris to approve the 2<sup>nd</sup> Amendment to the FY2017-2018 Interlocal Service Agreement between Bexar County Emergency Services District 6 Fire and Rescue and Bexar County Emergency Services District No. 2 increasing the payment from BCESD6FR to BCESD2 to \$73,336.58 per month. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
8. **Deliberation, updates and/or action regarding budget review and amendments to the FY2017-2018 Budget.** – A motion was made by Commissioner Harris to amend the Budget as presented in FY2017-2018 Budget Revision 001. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
9. **Deliberation, updates and/or action regarding a Tuition Assistance and Educational Incentive Pay Program.** – No Action Taken.
10. **Deliberation, updates and/or action regarding the existing and renewal of the services agreement with Microsoft.** – No Action Taken.
11. **Deliberation, updates and/or action on the hiring, appointment, employment, vacation, evaluation, duties, reassignment of duties of public officers, members, or employees.** – The Board entered into Closed Session at 9:23 PM (21:23) under Chapter 551 Section 551.071 and Section 5510.74 of the Texas Government Code. The Board entered into open session at 10:36 PM (22:36) with no action taken during closed session. A motion was made by Commissioner Harris to cover the gap in pay as it pertains the unfunded amount of Workers Compensation to the employee for lost wages for all employees not to exceed 60 days. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
12. **Deliberation, updates and/or action regarding the FY2018-2019 Budget.** – A motion was made by Commissioner Harris to appoint Chief Ralph Rodriguez, General Manager Josh Brown, Commissioner Harris and Commissioner Cash as a Secondary to the FY2017-2018 Budget Committee. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
13. **Deliberation, updates and/or action regarding the Sales Tax Assurance Contract.** – No Action Taken.
14. **Determine date, possible recurring date, time and any additional agenda items for the next meeting.** – May 17, 2018 at 7:00 PM
15. **Adjourn.** – A motion was made by Commissioner Cash to adjourn the meeting at 10:37 PM (22:37). A second to the motion was made by Commissioner Harris. The motion carried with 3-Yes and 0-No.

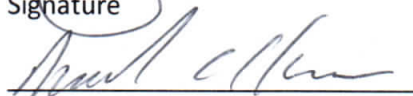


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ATTEST:

  
Signature

  
Signature

  
Name/Title

  
Name/Title

  
Date

  
Date