

BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

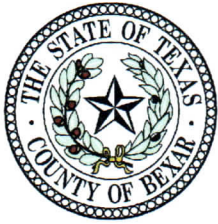


MEETING MINUTES MAY 17, 2018

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 8:49 PM (20:49). 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.** – A motion was made by Commissioner Benito to approve the FY2016-2017 Audit. A second to the motion was made by Commissioner Harris. The motion carried with 3-Yes and 0-No.
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** – ESD Attorney reviewing original plans the Engineering Firm, No Action Taken
 - ii. **Purchase of a Replacement Command Tahoe** – Delivery in 2 Weeks, No Action Taken
 - iii. **Purchase of a Battalion Chief Response Vehicle** – Delivery in 4 Weeks, No Action Taken
 - iv. **Purchase of Two Ambulances** – Delivery in July 2018, No Action Taken
 - v. **ISO Audit** – August/September Visit, No Action Taken
 - vi. **Bexar County Hazardous Materials Equipment Memorandum of Understanding** – The agreement has been executed. County to deliver equipment, No Action Taken.
 - vii. **Station Alerting System at Station 121** – Installation in Progress, No Action Taken
 - viii. **Contract for EMS Medical Control Services** – ESD Attorney is reviewing final edits of the agreement, No Action Taken.
5. **Review/Approval of the meeting minutes from April 23, 2018.** – A motion was made by Commissioner Benito to approve the meeting minutes from April 23, 2018. A second to the motion was made by Commissioner Harris. The motion carried 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 Benito to approve items 6a-6d. A second to the motion was made by Commissioner Harris. The motion carried with 3-Yes and 0-No.



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- 7. **Deliberation, updates and/or action regarding a Tuition Assistance and Educational Incentive Pay Program.** – No Action Taken, Differed to Next Meeting.
- 8. **Deliberation, updates and/or action regarding the Payroll Policy and Vacation Policy.** – A motion was made by Commissioner Harris to approve Revision 002 of the Payroll Policy and Revision 002 of the Vacation Policy. 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 on the transfer of \$2,000,000 to District 2 Fire and Rescue’s Frost Construction Account.** – A motion was made by Commissioner Harris to transfer \$2,000,000 from Bexar County Emergency Services District No. 2’s Frost Checking Account to District 2 Fire and Rescue’s Frost Construction Account. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
- 10. **Deliberation, updates and/or action on the transfer of \$750,000 to District 2 Fire and Rescue’s Frost Checking Account.** – A motion was made by Commissioner Harris to transfer \$750,000 from Bexar County Emergency Services District No. 2’s Frost Checking Account to District 2 Fire and Rescue’s Frost Checking Account. A second to the motion was made by Commissioner Cash. The motion carried with 3-Yes and 0-No.
- 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 under Chapter 551.071 and 551.074 at 9:10 PM (21:10). The Board entered into Open Session at 9:55 PM (21:55) with no action taken during Closed Session. No Action was taken in Open Session.
- 12. **Deliberation, updates and/or action regarding the FY2018-2019 Budget.** – No Action Taken.
- 13. **Determine date, possible recurring date, time and any additional agenda items for the next meeting.** – June 18, 2018 @ 7 PM.
- 14. **Adjourn.** – A motion was made by Commissioner Cash to adjourn the meeting at 9:57 PM (21:57). A second to the motion was made by Commissioner Benito. The motion carried with 3-Yes and 0-No.

ATTEST:

Signature

Signature

Name/Title

Name/Title

Date

Date

James Benito

14 Jan 2018

DAVID C HARRIS, Sec/Chair

18 Jan 18