



# BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

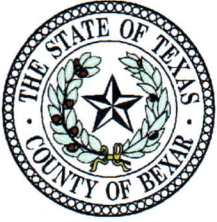


---

## MEETING MINUTES AUGUST 31, 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 Cash at 7:36 PM (19:36). A quorum was established with Commissioner Cash, Commissioner Harris and Commissioner Rait present. Pursuant to Texas Constitution, Article 16. Sec.17. Service of Public Officer Pending Qualification of Successor. (a) Except as provided by Subsection (b) of this section, all officers of this State shall continue to perform the duties of their offices until their successors shall be duly qualified. James Benito was present remotely through two-way video conference call. Pursuant to Texas Government Code §551.127, one or more Board Members of the District 2 Fire & Rescue may participate remotely in this properly posted public meeting by means of a two-way video conference call via live video and audio feed clearly visible and audible to each other commissioner and to members of the public in attendance at the meeting location. Randy McGinnis was absent.
2. **Citizen Public Forum. (Individuals will have 3 minutes to address the Board.)** – There were no requests from the public to speak.
3. **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** – Attorney working with engineering firm on final analysis report. No Action Taken.
    - ii. **Approval of Rev. 002 of the Medical Supply List** – A motion was made by Commissioner Cash to adopt Rev. 002 of the Medical Supply List. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.
    - iii. **Small Tools & Medical Equipment to Outfit Three Ambulances** – A motion was made by Commissioner Cash to purchase 3 portable ventilators from Bound Tree Medical at a cost of \$15,983.97, 3 Portable Ventilators from Zoll Medical on Sole Source at a cost of \$27,000, 3 Portable Suction Units from Bound Tree Medical at a cost of \$2,366.16 and 3 Blood Analyzers from Moore Medical at a cost of \$32,326.59. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.
    - iv. **Purchase of Swift Water Rescue Gear and Equipment** – A motion was made by Commissioner Harris to purchase Swift Water Rescue Gear and Equipment from Rescue Gear in the amount of \$20,390.02. A second to the motion was made by Commissioner Cash. The motion carried 4-Aye and 0-Ney.
    - v. **Purchase of Department Badges** – A motion was made by Commissioner Harris to approve a proposal from Celebrate Excellence for the purchase of department badges in the amount of \$15,017.40. A second to the motion was made by Richard Cash. The motion carried with 4-Aye and 0-Ney.



# BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2



- 
- vi. **Purchase of Two Ambulances** – No Action Taken.
  - vii. **Purchase of a Pre-Owned Ambulance** – No Action Taken.
  - viii. **ISO Audit** – No Action Taken.
  - ix. **TCFP Safety Officer Course for 12 Members** – A motion was made by Commissioner Cash to approve sending members to the TCFP Safety Officer Course. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.
  - x. **Purchase of Fire Prevention Safety House** – A motion was made by Commissioner Harris to approve the purchase of a Fire Prevention Safety House. A second to the motion was made by Commissioner Cash. The motion carried with 4-Aye and 0-Ney.
  - xi. **Pest Control Service** – A motion was made by Commissioner Harris to approve the proposal from ABC Home and Commercial Services to provide pest control services for all ESD2 facilities based on past quality experience. A second to the motion was made by Commissioner Cash. The motion carried with 4-Aye and 0-Ney.
4. **Deliberation, updates and/or action regarding the meeting minutes from July 19, 2018 and August 10, 2018.** – A motion was made by Commissioner Harris to approve the meeting minutes as presented for July 19, 2018 and August 10, 2018. A second to the motion was made by Commissioner Cash. The motion carried with 2-Aye, 0-Ney, 2-Abstentions from Commissioner Benito and Commissioner Cash.
  5. **Deliberation, updates and/or action regarding the meeting format, location and times.** – Discussion from the board, No Action Taken.
  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-Aye, 0-Ney, and 1-Abstention from Commissioner Rait.
  7. **Deliberation, updates and/or action regarding a Tuition Assistance and Educational Incentive Pay Program.** – A motion was made by Commissioner Cash to adopt Rev.001 of the Tuition Assistance Policy effective October 1, 2018 and set a budget amount for Tuition Assistance of \$80,000. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney. A motion was made by Commissioner Cash to implement an Education Incentive Pay Program to compensate full time employees whom have earned degrees from regionally accredited colleges and universities for associate's degrees at \$1800 per year, bachelor's degrees at \$3000 per year and master's degrees at \$3600 per year. Employees must provide transcripts for verification. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.
  8. **Deliberation, updates and/or action regarding the San Antonio Special Annexation Election on Tuesday, November 6, 2018 to annex approximately 12,973.96 acres in southwestern Bexar County. (20 Minutes)** – A motion was made by Commissioner Cash to approve a newsletter to be mailed
-



# BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

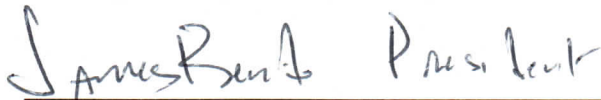


and posted on all social media accounts. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.

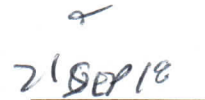
- 9. **Deliberation, updates and/or action on any necessary changes to map and boundaries of Bexar County Emergency Services District No. 2 due to inconsistencies between GIS Maps from City of San Antonio, County of Bexar, Bexar Appraisal District, Computer Aided Dispatch Center, and Bexar County Emergency Services District No. 2. – No Action Taken.**
- 10. **Deliberation, updates and/or action regarding the FY2017-2018 Budget Amendments. –** A motion was made by Commissioner Harris to approve the amendments in Rev.002 of the FY2017-2018 Budget. A second to the motion was made by Commissioner Cash. The motion carried with 4-Aye and 0-Ney.
- 11. **Deliberation, updates and/or action regarding the FY2018-2019 Interlocal Agreement between Bexar County Emergency Services District No. 2 and Bexar County District 6 Fire & Rescue. –** A motion was made by Commissioner Cash to approve the FY2018-2019 Interlocal Agreement between Bexar County ESD No.2 and Bexar County District 6 Fire and Rescue with a correction to the legal counsel address and a correction to exhibit A to reflect 5 total employee per shift. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.
- 12. **Deliberation, updates and/or action on the hiring, appointment, employment, vacation, evaluation, duties, pay rates, reassignment of duties of public officers, members, or employees. –** The board entered into closed session at 9:20 PM (21:20) to confer with legal counsel. The board entered into open session at 9:37 PM (21:37) with no action taken during closed session. A motion was made by Commissioner Harris to add a position of EMS Coordinator at a rate up to \$70,000 per year. A second to the motion was made by Commissioner Cash. The motion carried with 4-Aye and 0-Ney. A motion was made by Commissioner Harris to add a position of District Administrator at a rate up to \$65,000-70,000 a year with legal counsel to review job description. A second to the motion was made by Commissioner Cash. The motion carried with 4-Aye and 0-Ney.
- 13. **Determine date, possible recurring date, time and any additional agenda items for the next meeting. –** September 7, 2018 at 7:00 PM
- 14. **Adjourn. –** A motion was made by Commissioner Cash to adjourn the meeting at 9:41 PM (21:41). A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.

ATTEST: 

Signature

 President

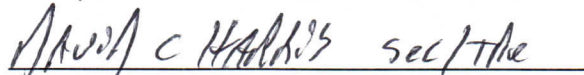
Name/Title

 21 SEP 18

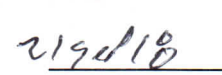
Date



Signature

 sec/Clk

Name/Title

 21 9 18

Date