

# BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2



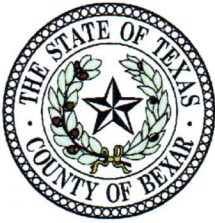
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## MEETING MINUTES OCTOBER 19, 2018

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 8:15 PM (20:15). A quorum was established with Commissioner Benito, Commissioner Cash, Commissioner Harris and Commissioner Rait present. Commissioner McGinnis was absent.
2. **Citizen Public Forum. (Individuals will have 3 minutes to address the Board.)** – No public comments were made.
3. **Command Staff Report** – The Command Staff Report was presented 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 Two Ambulances** – Unit 1 was delivered, Unit 2 to be delivered in November. No action taken.
    - iii. **Purchase of a Pre-Owned Ambulance** – Unit purchased and is currently at make ready at Siddons-Martin. No action taken.
    - iv. **ISO Audit** – Audit rescheduled to Jan 2019.
    - v. **Purchase of Zoll ResQ CPR Devices** – A motion was made by Commissioner Cash to purchase authorize purchase of Zoll ResQ CPR devices for the department accepting Zolls Proposal and Sole Source Letter. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye, 0-Ney, and 1-Absention from Commissioner Benito.
4. **Deliberation, updates and/or action regarding the meeting minutes from September 21, 2018, September 28, 2018 and October 5, 2018.** – A motion was made by Commissioner Harris to approve the meeting minutes from September 21, 2018; September 28, 2018; and October 5, 2018. A second to the motion was made by Commissioner Cash. The motion carried with 3-Aye, 0-Ney & 1-Abstention from Commissioner Benito.
5. **Deliberation, updates and/or action regarding the following financial items:**
  - a. **Financial Reports**
  - b. **Cash Reconciliations**
  - c. **Investment Reports**
  - d. **Authorization to pay/ratify monthly bills due/paid**
  - e. **FY2017-2018 Budget Amendments**

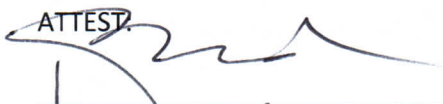
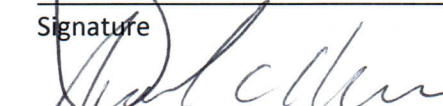
A motion was made by Commissioner Cash to approve items 5.a. – 5.e. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye, 0-Ney, and 1-Abstention from Commissioner Benito.

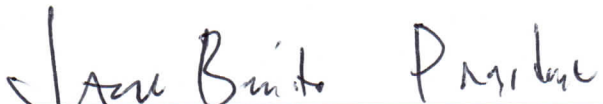
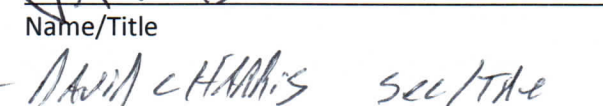


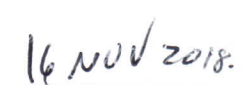
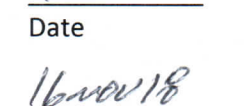
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6. **Deliberation, updates and/or action regarding the 2019 SAFE-D Conference.** – A motion was made by Commissioner Rait to send up to 10 members to include commissioners to the 2019 SAFE-D Conference. A second to the motion was made by Commissioner Cash. The motion carried with
7. **Deliberation, updates and/or action on Hosted VoIP Services for all Fire Stations.** – A motion was made by Commissioner Rait to accept Spectrum VoIP proposal for phone services at a 60 month contract rate. A second to the motion was made by Commissioner Cash. The motion carried 3-Aye, 0-Ney & 1-Abstention by Commissioner Benito.
8. **Deliberation, updates and/or action regarding the FY2017-2018 annual audit and audit engagement letter from Armstrong, Vaughan & Associates.** – A motion was made by Commissioner Harris to approve the FY2017-2018 Audit Engagement Letter from Armstrong, Vaughan & Associates to perform the FY2017-2018 annual audit. A second to the motion was made by Commissioner Cash. The motion carried with 3-Aye,0-Ney and 1-Abstention from Commissioner Benito.
9. **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 8:33 PM (20:33) to confer with the attorney. The Board entered into open session at 9:45 PM (21:45) with no action taken during closed session. A motion was made by Commissioner Harris to adopt the pay scales for pay codes FF, PF, PA, FA02 & FA03. An allowance of 1 step for every two years employed with Bexar County Emergency Services No. 2 will be given and for those under pay code FA02 & FA03 to be given Step 2 pay. The board is required to approve any additional steps and adjustments in the future. The pay scale shall be applied to the pay period beginning October 8, 2018. A second to the motion was made by Commissioner Cash. The motion carried with 3-Aye, 0-Ney and 1-Abstention by Commissioner Benito.
10. **Determine date, possible recurring date, time and any additional agenda items for the next meeting.** – November 16, 2018 at 7:00 PM.
11. **Adjourn.** – A motion was made by Commissioner Harris to adjourn the meeting at 9:47 PM (21:47). A second to the motion was made by Commissioner Rait. The motion was carried with 2-Aye, 0-Ney, and 2-Abstentions from Commissioner Benito and Commissioner Rait.

ATTEST  
  
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