



BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2



MEETING MINUTES MARCH 19, 2019

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 Harris. A quorum was established with Commissioner Harris, Commissioner Rait, Commissioner Cash, and Commissioner Noakes. Commissioner McGinnis was absent.
2. **Citizen Public Forum. (Individuals will have 3 minutes to address the Board.)** – There was not 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** – No Action Taken.
 - ii. **Remodel and Repairs to Station 121** – No Action Taken.
 - iii. **EMS Stock Supply List** – A motion was made by Commissioner Noakes to adopt Revision 4 of the EMS Stock Supply List. A second to the motion was made by Commissioner Cash. The motion carried with 4-Aye and 0-Ney.
 - iv. **Purchase of Equipment to Store and Secure Medications** – A motion was made by Commissioner Noakes to authorize up to \$5,000 for the purchase of a secured refrigerator, camera system and Knoxbox security safe to secure and store EMS Narcotics. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.
 - v. **Purchase of Rescue Tools for E121, E122 & E123** – A motion was made by Commissioner Noakes to approve the proposal from Municipal Emergency Service under HGAC pricing in the amount of \$89,205.75 for rescue tools on E121, E122, & E123. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.
 - vi. **Purchase of PPE/Bunker Gear** – A motion was made by Commissioner Harris to approve the proposal from Metro Fire to purchase Boots and Gloves at a cost of \$4,446.00; and to approve the proposal from Dooley Tackaberry to purchase suspenders, hoods and helmets at a cost of \$3,554.10. A second to the motion was made by Commissioner Rait. The motion carried with 4-Aye and 0-Ney.
 - vii. **Purchase of Handheld Radios** – A motion was made by Commissioner Noakes to authorize the purchase of Handheld Radios approving the proposal from Dailey Wells and their sole source letter at a cost of \$84,415.00. A second to the motion was made by Commissioner Rait. The motion carried with 4-Aye and 0-Ney.
 - viii. **Emergicon EMS Billing Schedule** – A motion was made by Commissioner Noakes to adopt and accept the proposed billing schedule. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.



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ix. **Authorization Letter to Create a US Government's System for Award Management (SAM) Account for future grants.** – A motion was by Commissioner Rait to create a US Government's System for Award Management Account. 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 February 26, 2019.** – A motion was made by Commissioner Cash to approve the meeting minutes from February 26, 2019. A second to the motion was made by Commissioner Rait. The motion carried with 4-Aye and 0-Ney. Commissioner Cash left the meeting at 9:00 PM (21:00).

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. **Credit Card Merchant Account**

A motion was made by Commissioner Rait to approve items 5.a. – 5.e. authorizing the establishment of a Paypal Merchant Account to allow for the district to accept payments via credit card. A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.

6. **Deliberation, updates and/or action regarding the disposition of equipment.** – A motion was made by Commissioner Harris to deem the donated 1993 GMC Vandura 2500 as salvage and to allow the training division to use the van for extrication training. A second to the motion was made by Commissioner Noakes. The motion carried with 3-Aye and 0-Ney.

7. **Deliberation, updates and/or action regarding the hiring, appointment, employment, vacation, evaluation, duties, pay rates, compensation, retirement and/or reassignment of duties of public officers, commissioners, members, or employees.** – A motion was made by Commissioner Harris to authorize the promotion of 3 Lieutenants for Station 125. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.

8. **Determine date, possible recurring date, time and any additional agenda items for the next meeting.** – Tentative Date of April 24, 2019 at 7:00 PM.

9. **Adjourn.** – A motion was made by Commissioner Rait to adjourn the meeting at 9:17 PM (21:17). A second to the motion was made by Commissioner Noakes. The motion carried with 3-Aye and 0-Ney.

ATTEST:

Signature

David C Harris VP
Name/Title

24 APR 19
Date

Signature

Chris Rait SECRETARY
Name/Title

24 APR 19
Date