



BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2



MEETING MINUTES MAY 22, 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 at 7:44 PM (19:44). A quorum was established with Commissioner Harris, Commissioner Rait and Commissioner Cash present. Commissioner Noakes and Commissioner McGinnis were absent.
2. **Citizen Public Forum. (Individuals will have 3 minutes to address the Board.)** – There were no public requests for citizen public forum.
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. **Repair/Replacement of Station 121 Hall Roof** – A motion was made by Commissioner Harris to authorize the replacement of the roof on the Hall at Station 121 approving the bid from Discovery Roofing. A second to the motion was made by Commissioner Cash. The motion carried with 3-Aye and 0-Ney.
 - iv. **Purchase of Administration Vehicles** – A motion was made by Commissioner Harris to purchase 2 Suburbans approving the Buyboard pricing proposal from Gunn Chevrolet under Buyboard Contract #521-16. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.
 - v. **Purchase of SCBA Masks and Voice Amplifiers** – A motion was made by Commissioner Harris to authorize the purchase of Voice Amplifiers and SCBA Masks to include an additional 5 voice amplifiers and additional shipping cost approving the proposal from HEAT Safety Equipment. A second to the motion was made by Commissioner Cash. The motion carried with 3-Aye and 0-Ney.
 - vi. **Purchase of Inventory Tracking, Equipment Maintenance, and Drug Log Software** – A motion was made by Commissioner Harris to authorize the purchase of a software to track inventory, equipment and drug logging approving the proposal from PS Trax. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.
 - vii. **Purchase of Agency 360 Field Training Officer Software** – A motion was made by Commissioner Harris to approve the purchase of Agency 360 Field Training Officer Software. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.



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- 4. Deliberation, updates and/or action regarding the meeting minutes from April 24, 2019.** – A motion was made by Commissioner Harris to approve the meeting minutes from April 24, 2019. A second to the motion was made by Commissioner Cash. The motion carried with 3-Aye and 0-Ney.
- 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 Audit Report** – Armstrong, Vaughan and Associates completed the FY2017-2018 Audit of Bexar County ESD No. 2 and presented its findings.
 - f. Investment Policy**
 - g. Investment Strategy**
- A motion was made by Commissioner Harris to approve Items 5.a – 5.g. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.
- h. Budget Committee** – A motion was made by Commissioner Cash to appoint Commissioner Rait, Commissioner Harris, General Manager Brown and Fire Chief Rodriguez to the Budget Committee for FY2019-2020 Budget. 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 hiring, appointment, employment, vacation, evaluation, duties, pay rates, compensation, retirement and/or reassignment of duties of public officers, commissioners, members, or employees.** – Commissioner McGinnis resigned his position as the President and ESD2 Commissioner via telephone.
- A motion was made by Commissioner Harris to hire a full time EMS Training Captain in the training division to fill the empty part time slot. A second to the motion was made by Commissioner Cash. The motion carried with 3-Aye and 0-Ney.
- A motion was made by Commissioner Harris to staff M122 as needed with additional staff for EMS Services. A second to the motion was made by Commissioner Rait. The motion carried with 3-Aye and 0-Ney.
- 7. Deliberation, updates, and/or action regarding the renewal of Worker's Compensation Insurance.** – A motion was made by Commissioner Rait to approve the renewal of worker's compensation insurance with 7710 Insurance. A second to the motion was made by Commissioner Harris. 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 June 19, 2019 @ 7:00 PM.
- 9. Adjourn.** – A motion was made by Commissioner Cash to adjourn the meeting at 8:52 PM (20:52). A second to the motion was made by Commissioner Harris. The motion carried with 3-Aye and 0-Ney.
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ATTEST:

[Handwritten Signature]

Signature

David C Harris President

Name/Title

1950019

Date

[Handwritten Signature]

Signature

Justin R. Naches Sec

Name/Title

06-19-2019

Date