

BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

HONOR | INTEGRITY | COURAGE



MEETING MINUTES FEBRUARY 22, 2022

Bexar County Emergency Services District No. 2 conducted a meeting in the Bexar County Emergency Services District No. 2 Meeting Room located at 14785 Omicron Drive, Building 100, Suite 124, San Antonio, TX 78245, 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 Noakes present. Commissioner Cash was present via teleconference and was clearly visible and audible. Commissioner Fite was present via teleconference but was not clearly visible and therefore was not counted as present.
2. **Citizen's Public Comment (Speakers will be limited to three (3) minutes to address the Board. The Board will not comment or engage in discussion.)** - There were no requests for Citizen's Public Comment.
3. **Deliberation, update, and/or action regarding Monthly Command Staff Report to include:**
 - a. **Annual Physicals & Health Screenings** – Commissioner Fite disconnected from the meeting at 7:50 PM (19:50) and reconnected to the meeting at 7:56 PM (19:56). Commissioner Fite was present via teleconference and was clearly visible and audible and counted as present. A motion was made by Commissioner Noakes to approve the 3-year proposal from On Duty Health to perform annual physicals and health screening for all members. A second to the motion was made by Commissioner Harris. The motion carried with 5-Aye and 0-Ney. Commissioner Cash left the meeting at 8:03 PM (20:03).
 - b. **Parking Lot Repairs at Sea World due to Tiller Training** – A motion was made by Brian Fite to approve to refund the cost incurred by Sea World San Antonio to repair a parking lot that was damaged by Bexar County ESD No. 2's Ladder 125 during training at a cost of \$40,210.00. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.
4. **Deliberation, update, and/or action regarding the meeting minutes from January 27, 2022.** – A motion was made by Commissioner Rait to approve the meeting minutes from January 27, 2022, as presented. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.
5. **Deliberation, update, and/or action regarding the following financial items:**
 - a. **Financial Reports**
 - b. **Cash Reconciliations**
 - c. **Investment Reports**
 - d. **EMS Billing & Write Off Policy**
 - e. **FY2021-2022 Financial Review and Audit Proposal**
 - f. **Authorization to pay/ratify monthly bills due/paid**A motion was made by Commissioner Harris to approve Items 5.a – 5.f to include accepting the proposal from Martinez, Rosario & Company to perform the Audit Preparation and Financial Review

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for FY2021-2022 and to exclude Item 5.d. A second to the motion was made by Commissioner Rait. The motion carried with 4-Aye and 0-Ney. There was no action taken on Item 5.d.

6. Deliberation, update, and/or action regarding the following on District properties:

- a. Land Acquisition
- b. Architectural Services
- c. Construction
- d. Financing

The meeting entered into recess at 8:45 PM (20:45). The meeting entered into session at 8:48 PM (20:48). A quorum was established with Commissioner Harris, Commissioner Rait, and Commissioner Noakes present. Commissioner Fite was present via teleconference and was clearly visible and audible. Commissioner Cash was absent.

7. Deliberation, update, and/or action regarding the hiring, appointment, employment, vacation, evaluation, duties, pay rates, compensation, benefits, retirement, and/or reassignment of duties of public officers, commissioners, members, or employees.

– The meeting entered a closed session at 9:00 PM (21:00) under Texas Government Code 551.071 and 551.074. The meeting entered open session at 9:09 PM (21:09) with no action taken during closed session. The meeting entered into recess at 9:09 PM (21:09). The meeting entered into session at 9:13 PM (21:13). A quorum was established with Commissioner Harris, Commissioner Rait, and Commissioner Noakes present. Commissioner Fite was present via teleconference and was clearly visible and audible. Commissioner Cash was absent. A motion was made by Commissioner Noakes to approve Parental Leave starting October 1, 2022, as part of the FY2022-2023 Benefits Package which will include up to 144 hours of Paid Paternal Leave to cover childbirth and adoption with the restriction that a second job cannot be worked while on parental leave. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.

8. Determine the date, time, and any agenda items for the next meeting.

– March 29, 2022, at 7:00 PM

9. Adjourn.

– A motion was made by Commissioner Noakes to adjourn the meeting at 10:06 PM (22:06). A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.

ATTEST:



Signature

DAVID HARRIS / PRESIDENT

Name/Title

03/29/22

Date



Signature

Justin R. Noakes / Secretary

Name/Title

03-29-2022

Date