

BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

HONOR | INTEGRITY | COURAGE



MEETING MINUTES APRIL 19, 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 5:54 PM (17:54). A quorum was established with Commissioner Harris, Commissioner Rait, Commissioner Fite, and Commissioner Noakes present. Commissioner Cash was absent.
2. **The Pledge of Allegiance.** – The Pledge of Allegiance was recited.
3. **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 into closed session at 5:55 PM (17:55) per Texas Government Code 551.071 and 551.074 to consult with the Board's attorney and as it pertains to personnel. Commissioner Cash entered the meeting at 6:26 PM (18:26). The Board entered open session at 7:02 PM (19:02) with no action taken during closed session.
4. **Recess of meeting until 7:00 PM.** – A recess was not taken for this meeting.
5. **Call the Bexar County Emergency Services District No. 2 Meeting to order and establish a quorum.**
– The meeting did not enter into a recessed state and did not require action of item 5.
6. **Deliberation, updates, and/or action regarding the recognition of special guests and government officials.** – Commissioner Rebeca Clay-Flores and the Bexar County ESD No. 2 Commissioners introduced each other and their respective staff members. Commissioner Clay-Flores provided a status update of the County. Action was not taken on item 6.
7. **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 from the public for Citizen's Public Comment.
8. **Deliberation, update, and/or action regarding Monthly Command Staff Report to include:**
 - a. **Expansion of EMS Services** – Action was not taken on this item.
 - b. **Purchase of Ambulances** – A motion was made by Commissioner Noakes to purchase 2 used Frazer ambulances at a cost of \$447,181.44 and one new Horton ambulance at a cost of \$311,517.71. A second to the motion was made by Commissioner Cash. The motion carried with 5-Aye and 0-Ney.
 - c. **Community Health Services** – Action was not taken on this item.
 - d. **Dispatch Services** – Action was not taken on this item. Commissioner Cash left the meeting at 8:30 PM (20:30).

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9. Deliberation, update, and/or action regarding the meeting minutes from March 29, 2022. – A motion was made by Commissioner Harris to approve the meeting minutes from March 29, 2022. A second to the motion was made by Commissioner Noakes. The motion carried with 4-Aye and 0-Ney.

10. Deliberation, update, and/or action regarding the following financial items:

a. Financial Reports

b. Cash Reconciliations

c. Investment Reports

A motion was made by Commissioner Harris to approve items 10.a – 10.c. A second to the motion was made by Commissioner Rait. The motion carried with 4-Aye and 0-Ney.

d. EMS Billing & Write Off Policy – Action was not taken on this item.

e. Credit Card Policy – A motion was made by Commissioner Noakes to approve the credit card policy changes as presented with the removal of controlled drugs and out of United States restrictions. A second to the motion was made by Commissioner Rait. The motion carried with 4-Aye and 0-Ney.

f. Credit Card Holders and Issuance – A motion was made by Commissioner Noakes to approve the additional credit cardholders which include the Battalion Chiefs at a \$5,000 limit; the Division Chiefs, and HR Director at a \$10,000 limit; and the Assistant Chief at a \$25,000 limit. A second to the motion was made by Commissioner Rait. The motion carried with 4-Aye and 0-Ney.

g. FY2020-2021 Audit – A motion was made by Commissioner Harris to approve the FY2020-2021 Audit as presented. A second to the motion was made by Commissioner Noakes. The motion carried with 4-Aye and 0-Ney.

h. Property Tax Exemptions and Policy – Action was not taken on this item.

i. Property Tax Penalty Waivers and Policy – A motion was made by Commissioner Noakes to approve all and any future penalty waivers that are requested by the Bexar County Tax Collector-Assessor and are at the fault of the Bexar County Tax Collector-Assessor or Bexar County Appraisal District. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.

j. Investment Policy

k. Investment Strategy

A motion was made by Commissioner Rait to approve the Investment Policy and Investment Strategy as presented. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.

l. Texas SmartBuy Membership – A motion was made by Commissioner Rait to waive the reading and approve Resolution 04192022-0001 approving the membership of Texas SmartBuy. A second to the motion was made by Commissioner Harris. The motion carried with 4-Aye and 0-Ney.

m. Medical Supplies Request for Proposal Response Review and Selection – Action was not taken on this item.

n. Authorization to pay/ratify monthly bills due/paid – A motion was made by Commissioner Rait to authorize the payment of monthly bills due as presented. A second to the motion was made by Commissioner Noakes. The motion carried with 4-Aye and 0-Ney.

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

a. Property Acquisition & Easements – Action was not taken on this item.

b. Architectural Services – Action was not taken on this item.

c. Construction – Action was not taken on this item.

