

BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

HONOR | INTEGRITY | COURAGE



MEETING MINUTES JANUARY 23, 2024

Bexar County Emergency Services District No. 2 conducted a meeting in the Bexar County Emergency Services District No. 2 Meeting Room located at 14515 Omicron Drive, 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 7:03 PM (19:03). A quorum was established with Commissioner Harris, Commissioner Noakes, and Commissioner Rait present. Commissioner Fite and Commissioner Cash were absent.*
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 action regarding pending and completed projects in Monday application.** – *No action was taken on item 3. Commissioner Fite entered the meeting at 7:06 PM (19:06).*
4. **Deliberation, update, and action regarding the December 21, 2023, meeting minutes.** – *Commissioner Harris motioned to approve the December 21, 2023 meeting minutes. Commissioner Noakes made a second to the motion. The motion carried with 4-Aye and 0-Ney.*
5. **Deliberation, update, and action regarding the monthly Command Staff Report to include:**
 - a. **Fuel Trailer** – *Commissioner Fite motioned to approve the adjusted proposal from Thunder Creek at a total cost of \$30,973.00. Justen Noakes made a second to the motion. The motion carried with 4-Aye and 0-Ney.*
 - b. **2024 Firefighter Awards Banquet** – *Commissioner Noakes motioned to approve the proposal from Simmons Events for the 2024 Firefighter Awards Banquet. Commissioner Harris made a second to the motion. The motion carried with 4-Aye and 0-Ney.*
6. **Deliberation, update, and action regarding the following financial items:**
 - a. **Financial Reports**
 - b. **Cash Reconciliations**
 - c. **Investment Reports**
 - d. **Authorization to Pay/Ratify Monthly Bills Due/Paid**
Commissioner Harris made a motion to ratify the action taken by Frost Bank to invest \$15 Million of the loan account into two separate public fund-protected treasury bills at 90 and 180 days, split evenly to help offset the interest charges on the loan payment. Commissioner Noakes made a second to the motion. The motion carried with 4-Aye and 0-Ney. Commissioner Harris motioned to approve items 6.a. – 6.d. as presented. Commissioner Rait made a second to the motion. The motion carried with 4-Aye and 0-Ney.
7. **Deliberation, update, and action regarding the following on District properties:**
 - a. **Property Acquisition & Easements** – *No action was taken on item 7.a.*


BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

HONOR | INTEGRITY | COURAGE




- b. **Architectural & Engineering Services** – No action was taken on item 7.b.
 - c. **Construction** – Commissioner Noakes motioned to approve the San Antonio Water System's agreement for Fire Station 125 on Roft Road pending legal counsel's review, giving legal counsel authority to make necessary modifications for the protection of the District and authority for General Manager Brown to execute the agreement after legal review. Commissioner Rait made a second to the motion. The motion carried with 4-Aye and 0-Ney.
 - d. **Financing** – No action was taken on item 7.d.
8. **Deliberation, update, and action regarding the Bexar County Emergency Services Districts Association.** – No action was taken on item 8.
9. **Deliberation, updates, and action regarding a request from the Bexar County Commissioner's Court and the Bexar County Sheriff's Department to use part of Fire Station 122 as a temporary Satellite Sheriff substation.** – Commissioner Harris motioned to approve a temporary sheriff substation at Fire Station 122 on Old Talley Road to include the authority of General Manager Brown and Fire Chief Rodriguez to negotiate an Inner Local Agreement or Memorandum of Understanding as part of the use of the facility. The ribbon cutting for the substation will be held on Thursday, January 25, 2024, at 3:00 PM (15:00). Commissioner Noakes made a second to the motion. The motion carried with 4-Aye and 0-Ney.
10. **Deliberation, update, and action regarding the hiring, appointment, employment, vacation, evaluation, duties, pay rates, compensation, benefits, retirement, resignation, reassignment of duties, and department policies of public officers, commissioners, members, or employees to include but not limited to:**
- a. **Anonymous Complaint Software** – Commissioner Noakes motioned to approve the proposal from Report It for an anonymous complaint software. Commissioner Harris made a second to the motion. The motion carried with 4-Aye and 0-Ney.
 - b. **Compensation Study** – Commissioner Harris motioned to complete a compensation study for the District with a completion goal of the end of fiscal year 2023-2024 and to allow General Manager Brown and Commissioner Fite to set the parameters of the compensation study. Commissioner Noakes made a second to the motion. The motion carried with 4-Aye and 0-Ney.
 - c. **Executive Staff Performance Reviews** – No action was taken on item 7.c.
11. **Determine the next meeting's date, time, and agenda items.** – The meeting was scheduled for February 27, 2024, at 7:00 PM (19:00).
12. **Adjourn.** – Commissioner Noakes motioned to adjourn the meeting at 8:23 PM (20:23). Commissioner Rait made a second to the motion. The motion carried with 4-Aye and 0-Ney.


ATTEST:



Signature

 Vice President

Name/Title



Date

BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

HONOR | INTEGRITY | COURAGE




Signature

Chris Rait/Treasurer
Name/Title

2/27/24
Date