



# BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

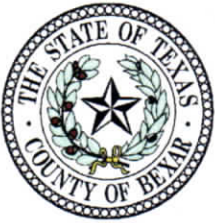


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## MEETING MINUTES July 11, 2016

Bexar County Emergency Services District No. 2 conducted a meeting at the Station 121 Training Room located on 2096 Talley Road, San Antonio, TX 78253, to discuss the following:

1. **Call the Bexar County Emergency Services District No. 2 Meeting to order and establish a quorum. Pursuant to Texas Government Code 551.127, on or more Commissioners of the Bexar County Emergency Services District No. 2 may participate remotely in this properly posted public meeting by means of a two-way videoconference call via live video and audio feed, clearly visible and audible to each other commissioner and to members of the public in attendance at 2096 Talley Road, San Antonio, TX 78253** – The meeting was called to order by Commissioner Benito at 7:09 PM (19:09). A quorum was established with Commissioner Benito, Commissioner Harris, and Commissioner Cash present. Commissioner McGinnis was absent.
2. **Citizen Public Forum. (Individuals will have 3 minutes to address the board.)** – No one in attendance signed up to speak.
3. **Review/Approval of the minutes from June 20, 2016.** – A motion was made by Commissioner Cash to approve the meeting minutes from May 16, 2016. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
4. **Authorization to terminate lease agreement with Air Force Village II, Inc. (Blue Skies of Texas).** – A motion was made by Commissioner Benito to terminate the lease agreement with Air Force Village II, Inc. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
5. **Command Staff Report** – Chief Rodriguez presented the Command Staff Report.
  - a. **Appointment of New Officers** – Captain Patrick Juarez was recognized.
  - b. **Updates on the following items:**
    - i. **Firefighter Appreciation Event** – July 16, 2016 - No Action Taken, Update only
    - ii. **Annual Firefighter Awards Banquet** –No Action Taken, Update Only
    - iii. **Station 122 EMS Office Repairs** –No Action Taken, Update Only
    - iv. **ISO Audit** – Consultant visit starting July 13, 2016, No Action Taken, Update Only
6. **Discussion, updates and/or action on the following items:**
  - a. **Monthly Financial Reports** – A motion was made by Commissioner Benito to accept the Monthly Financial Reports as presented. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
    - i. **Cash Reconciliations Review** – Reports reviewed by board. No Action Taken.



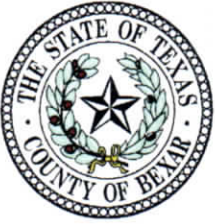
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- b. Audit FY2015** - No Action Taken, Update only
  - c. FY2016 Budget Amendments** – A motion was made by Commissioner Cash to approve budget amendments presented in Rev 002 of the FY2016 Budget. A second to the motion was made by Commissioner Benito. The motion carried 3-Yes, 0-No
  - d. Authorization to pay monthly bills due** – A motion was made by Commissioner Benito to pay monthly bills presented. A second to the motion was made by Commissioner Cash. The motion carried 3 Yes, 0-No.
  - e. ESD Investment Officer** – Josh Brown asked to obtain class schedules and present to David Harris. No Action Taken.

NOTE: The meeting entered into closed session to confer with legal counsel at 8:40 PM (20:40). The meeting continued in open session at 10:06 PM (22:40) with no action taken during closed session.

- f. Consolidation of Generations, Schertz, & Security Service Bank Accounts into Frost Bank.** – No Action Taken, Discussion Only.
- g. FY 2017 Budget** – Discussion, Workshop to be tentatively scheduled with Audit Draft Meeting – No Action Taken
- h. Healthcare Renewal and Open Enrollment** – A motion was made by Commissioner Benito to renew United Healthcare Insurance with additional cost to be covered by BCESD No. 2. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- i. Signature Cards for Frost Bank** - No Action Taken, Update only
- j. Insurance Policy Renewal & Coverage.** – Josh to review.
- k. Employee / Commissioner Reimbursement Policy** – A motion was made by Commissioner Benito to approve Rev 002 of the Purchasing and Reimbursement Policy. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No. A motion was made by Commissioner Benito to approve Commissioner Cash's reimbursement request as presented. A second to the motion was made by Commissioner Harris. The motion carried 3-Yes, 0-No.
- l. Advertisement for the Hiring of a Fire Chief** – No Action Taken, Update only – Committee to continue to review applicants.
- m. Building Inspector to inspect Stations 121, 122 & 123.** Discussion, Ralph to obtain costs to have firm inspect Station 123. No Action Taken.



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## n. Station 124

i. **Architect and Contractor for Station 124.** – A motion was made by Commissioner Benito to create and publish Request for Qualifications/Proposals for Architects. A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.

7. **Deliberation and/or Action on the appointment, employment, evaluation, duties, reassignment of duties, discipline or dismissal of a public officer or employee, Josh Brown** – No Action Taken, Update only

8. **Determine date, time and any additional agenda items for the next meeting** – Aug 8, 2016 at 7:00 PM.

9. **Adjourn.** – A motion was made by Commissioner Benito to adjourn the meeting at 10:15 PM (22:15). A second to the motion was made by Commissioner Cash. The motion carried 3-Yes, 0-No.

ATTEST:

Signature

James Benito President

Name/Title

Aug 22, 2016

Date

Signature

DAVID C HARRIS Treas/sec

Name/Title

22 AUG 16

Date