

**Bexar County
Emergency Services District No. 2
Meeting Minutes
September 30, 2015**

Bexar County Emergency Services District No. 2 will conducted a meeting at the District Office located on 7045 Old Talley Road, San Antonio, Texas 78253, to discuss the following;

Agenda Item 1. Call the Bexar County Emergency Services District No. 2 Meeting to Order and establish a quorum. - The meeting was called to order at 7:14 PM (19:14) by Randy McGinnis. A quorum was established with Randy McGinnis, Richard Cash and James Benito present.

- a. **The Pledge of Allegiance.** Pledge of Allegiance conducted at 7:14 PM (19:14)

Agenda Item 2. Citizen Public Forum. (Individuals will have 3 minutes to address the Board.) - The Public did not sign up to speak.

Agenda Item 3. Approve to Pay Bills - A motion to approve and pay bills including BJ Septic bill submitted was made by Randy McGinnis. A second to the motion was made to by Richard Cash. Motion Carried unanimously 3/0.

Agenda Item 4. Discussion, updates and/or action on the following items;

- a. **Consultation with Attorney regarding complaints filed by the Human Resources Representative for Bexar County Emergency Services District #2. Action may be taken in open session on any items discussed in closed session.** – Meeting entered into executive session at 8:57 PM (20:58). The meeting resumed into open session at 10:06 PM (22:06). No action or votes were taken in executive session. In the complaint, Lauren Klonek has called for the removal of Commissioner Randy McGinnis and Commissioner James Benito. Commissioner Richard Cash has reviewed the 5 sentence grievance and believes that there is no substantial evidence to back up her claim. Commissioner Cash has noted that there will not be a vote to remove Commissioners Benito or McGinnis. Commissioner Cash has made a motion to have BCESD#2 Manager Josh Brown work with BCESD#2's attorney, Mark Sanchez, to request information from Lauren to include Dates, Times, Witnesses, and particular details to substantiate the claims. In addition to this, the board asks for a copy of the EEOC complaint, Case # & Date Filed. A copy of the police report, case number, dated filed, and the name of representative at the sheriff's office who took the report. A second to the motion was made by Commissioner Randy McGinnis. Commissioner Richard Cash voted yes. Commissioner James Benito and Commissioner Randy McGinnis abstained. Motion carries 1/0/2. Battalion Chief Walter Ball was present to this portion of the meeting and has witnessed the motion and statements made on this topic in open session. A final decision on Lauren Klonek's grievance has not been determined in this meeting. The board takes any complaint filed by an employee seriously, and

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has undertaken steps to conduct a fair and impartial investigation as reflected in the motion. As the attorney for the board, Mark Sanchez asked that the record reflect that Commissioner McGinnis and Commissioner Benito's abstentions were for the purpose of allowing BCESD#2 Manager Josh Brown and Attorney Mark Sanchez to proceed impartially and are not to be construed in anyway shape or form as an admission of wrong doing. For the record they deny each and every allegation made by Lauren Klonek and in the interest of transparency have abstained.

- b. **Annual Department Awards Banquet** - A motion to approve to hold an Annual Awards Banquet at the Marriot Court Yard at Hwy 151 and Wiseman Road was made by Randy McGinnis. A second to the motion was made by Richard Cash. Motion carried unanimously 3/0.

- c. **FY2014-2015 Budget Amendment** - A motion to amend the budget and approve revision 002 of the budget was made by Randy McGinnis. A second to the motion was made by James Benito. Motion carried unanimously 3/0.

- d. **Proposed hiring of a Grant Writer for SCBA (Air Pack) Grant. Al Castillo to present.** - Fire Chief Al Castillo presented a proposal from Grantmasters Inc. to write a grant for new air packs. A motion to approve Grantmasters Inc.'s proposal for Grantmasters Inc. to write a SCBA Grant for a fee of \$2,600 was made by Randy McGinnis with the contingency that Al Castillo will contact Grantmasters Inc. about items in the proposal and ask for changes to the particulars of the contact. The board will give Randy McGinnis authority to make a decision based on the accepted changes and sign the final contract acting in the interest of the rest of the board. A second to the motion was made by Rich Cash. Motion carried unanimously 3/0.

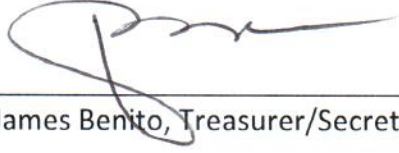
- e. **Credit Card Policy – Item has been tabled to next meeting.** Credit Card policy should be revised to be a Debit Card policy with terms of restricting who can use the debit card, when the debit card can be used, ensuring that split tender is not allowed, ensuring that all receipts are turned in, not to be used during traveling, and restricting purchases to \$1000 limit for any individual purchase and a monthly cap of \$6,000. Any items over \$1000 needs to be approved by the District Manager.

Agenda Item 5. Determine date, time and any additional agenda items for the next meeting. – Commissioner Randy McGinnis motioned to set the next meeting to be held on Oct 21, 2015 at 6:30 PM (18:30). A second to the motion was made by Commissioner Richard Cash. Motion carried 3/0.

Agenda Item 6. Adjourn. – Commissioner Randy McGinnis motion to adjourn at 10:29 PM (22:29). A second to the motion was made by Commissioner Richard Cash. Motion carried 3/0.

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ATTEST:



James Benito, Treasurer/Secretary

Oct 28, 2015
Date



Randy McGinnis, President

28 Oct 15
Date