

**Bexar County  
Emergency Services District No. 2  
Meeting Minutes  
November 14, 2012  
6:30 P.M.**

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

1. Commissioner Perez called the Bexar County Emergency Services District No. 2 Meeting to Order at 6:31 P.M. and established a quorum with all members present.
  - a. The Pledge of Allegiance was recited.
2. Citizen Public Forum. (3 minutes time limit per individual.) One citizen invited everyone to County Commissioner's Rodriguez Turkey luncheon from 12 to 2 the following week.
3. Approval of the Minutes from the October 18, 2012 meeting. Commissioner Lemanski made a motion to approve the minutes. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote in favor of.

*At this time, the ESD No. 2 meeting will recess so that the Board can begin the District 2 Fire & Rescue meeting.*

4. Update to the Board on the ISO evaluation status for the District. Msgrs. Partee and Kolar are working with Chiefs' Hearn and Collard preparing for the inspection due on November 28, 2012. Everything seems to be in place at this time.
5. Chief's report on the current status on the ESD fulltime firefighters. All 18 full time fire fighters have been hired.
6. Update on the holiday event & awards ceremony to be held in December. The Chief is still working on this with hopes to pin down a location for the ceremony to take place on either December 7 or the 8<sup>th</sup>.
7. Authorization to approve Ms. Margaret Nixon, CPA, to proceed with the required Annual Audit for FY 2012. Commissioner Brown made a motion approving Ms. Margaret Nixon, CPA to proceed with the required Annual Audit for FY 2012. Commissioner Lemanski seconded the motion. Motion carried by a 5/0 vote in favor of.

8. **Approval of the Employee Handbook for ESD No. 2. This item was deferred at the present time.**
9. **Approval of the Accident Prevention Plan handbook for ESD No. 2. This item was deferred at the present time.**

**A recess was taken at this time, (6:56 P.M.)**

**A call to order was done at 7:58 P.M.**

10. **Financial Report.**
  - a. **Review of the Financial Report.**
    1. **Consider and approve a request from D2FR to transfer \$ 180,000.00 into their account for operational needs. Commissioner Brown made a motion to approve a request from D2FR to transfer funds into the D2FR account. Commissioner Hickman seconded the motion. Motion carried by a 5/0 vote in favor of.**
    - b. **Authorization to pay the bills. Commissioner Brown made a motion to pay the bills. Commissioner Hickman seconded the motion. Motion carried by a 5/0 vote in favor of.**
11. **Determine date, time and any additional agenda items for the next meeting tentatively scheduled for December 19, 2012. There weren't any new agenda items to add at the present time.**
12. **Adjourn. With no further business before the Board, Commissioner Brown made a motion to adjourn. Commissioner Hickman seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 8:02 P.M.**

**ATTEST:**

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**Mr. George Hickman  
Secretary/Treasurer**

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**Ms. Gloria Salinas  
Administrator**