

MINUTES OF THE REGULAR EL PASO COUNTY EMERGENCY SERVICES DISTRICT #2 HELD 12 OCTOBER 2011 AT THE SOCORRO FIRE DEPARTMENT AT 7:30 P.M.

1. CALL MEETING TO ORDER,

The meeting was called to order by President Carlos Sandoval at 7:03 P.M.

2. ESTABLISHMENT OF QUORUM.

A quorum was present with the attendance of: President Sandoval, Vice President Bill Adler, Treasurer Nick Sierra, Secretary Henry Magallanes and Commissioner Ray Trevizo. Also in attendance: Districts' Attorney Teresa Garcia, Administrative Assistant Becky Terrazas, Montana Vista Fire Chief Robert Ostrenga and Clint Fire Chief Beto Lopez.

3. DISCUSS AND TAKE ACTION ON POSTING OF NOTICE FOR THE REGULAR MEETING FOR 12 OCTOBER 2011.

The notice was timely posted on 07 October 2011 at 9:53 A.M.

4. DISCUSS AND TAKE ACTION ON THE MINUTES OF THE REGULAR MEETING HELD 14 SEPTEMBER 2011 AT THE SAN ELIZARIO FIRE DEPARTMENT.

The minutes of the 14 September 2011 were unanimously approved as presented on a motion made by Ray Trevizo and seconded by Henry Magallanes.

5. PUBLIC COMMENTS, MUST NOTIFY THE BOARD TO SPEAK ON CERTAIN AGENDA ITEMS. (5 MINUTES).

A sign in sheet is attached hereto and becomes part of the minutes. Public who signed in for comment: Robert Ostrenga, Beto Lopez and Eddie Sanchez.

6. DISCUSS AND TAKE ACTION ON A COUNTER OFFER ON THE 13.5 ACRES ON BOVEE ROAD FOR THE DISTRICTS OFFICE. PRESENTED BY MOLINAR REALTY.. .

The original offer was in the amount of \$351,000.00. The counter offer was made at \$405,000.00. The seller will pay \$20,000.00 closing costs and seller's expenses and the District will pay \$800.00 for closing statements, recording, and broker's expense. On a motion made by Henry Magallanes to accept the proposal as presented and the motion was seconded by Ray Trevizo. Motion carried.

7. (requested by Carlos Sandoval) DISCUSS AND TAKE ACTION ON ESTABLISHING POLICY FOR TAKE HOME VEHICLES, ie, LIVE WITHIN THE BOUNDARIES OF THEIR DEPARTMENTS.

A firefighter who lives within a 10 mile radius from the station and at the Chief's discretion will be issued a take home vehicle. Motion was made by Bill Adler and seconded by Nick Sierra. Motion carried.

8. DISCUSS AND TAKE ACTION ON GUIDELINES FOR PENSION AND WORKERS' COMPENSATION.

Information only. Eligibility for pension: A firefighter must have 48 hours of training annually and make 25% of all calls.

9. (requested by Carlos Sandoval) DISCUSSION AND TAKE ACTION REGARDING DEPARTMENTS VEHICLES WITH NON-EXEMPT LICENSE PLATES.

Information only. No action taken.

10. DISCUSS AND TAKE ACTION ON THE FINANCIAL REPORT BY BECKY TERRAZAS. REPORT ON THE BANK ACCOUNT BALANCES:

A.) MONEY MARKET, NOW ACCOUNT AND THE CODE ENFORCEMENT ACCOUNT.

\$1,843,027.57	\$235,313.85	\$13,503.17
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B.) APPROVAL FOR PAYMENT OF THE MONTHLY BILLS, REQUESTS FOR REIMBURSEMENT.

Checks and balances with a disbursement spreadsheet is attached hereto. Total disbursements for September is \$303,346.65. All bills were approved for payment on a motion made by Nick Sierra and seconded by Henry Magallanes. Motion carried.

11. DISCUSS AND TAKE ACTION ON PURCHASES, REFINANCING, CONSOLIDATION OVER \$2,000.00 (a notarized and itemized statement of cost must be presented. 775.073) SINGLE ITEM PURCHASES OVER \$2,000.00

Montana Vista - fuel \$4162.04, Ksaw \$3637.00, Design Const. \$5700.00

Clint - Verizon \$2992.27, Motorola \$4307.80, Pit Stop \$3700.00 (remodeling), Excalibur \$2800.00

West Valley - Fleet services \$2279.02

San Elizario - Daco \$20352.50

Fabens - electric \$2539.49, NIMCO \$3080.00, Motorola \$24508.00 radios

Socorro - /Electric \$2115.35, RTC 2307.00, El Paso sheet metal \$2705.01

SOCORRO – REQUEST APPROVAL TO PURCHASE THE FOLLOWING:

- A.) PURCHASE A FLAT BED PICK UP FROM PHILPOTT, HGAC, WITH EMERGENCY EQUIPMENT AND WARRANTY. \$50,000.00

Approved on a motion made by Nick Sierra and seconded by Ray Trevizo for the price of \$52,506.00. Motion carried.

MONTANA VISTA – REQUEST APPROVAL FOR THE FOLLOWING:

- A.) \$8,400.00 FOR 7 LED LIGHT BARS AT \$1,200.00 EACH TO RETROFIT RESCUE TRUCKS.
B.) \$11,800.00 TO REMODEL THE DISPATCH ROOM AND 2 RESTROOMS.
C.) \$6,500.00 TO REPLACE 4 HANGING HEATERS IN APPARATUS BAYS IN STATION 1 AND 2 AND REPLACE WITH ELECTRIC START HEATERS.

Approved on a motion made by Nick Sierra and seconded by Ray Trevizo. Motion carried.

12. (Requested by Chief Adler) DISCUSS AND TAKE ACTION ON CREATING A 24/7/365 DISPATCHER POSITION AT THE EL PASO COUNTY 911 CENTER FOR COUNTY FIRE DEPARTMENTS.

On a motion made by Ray Trevizo and seconded by Nick Sierra the board authorized Bill Adler to pursue the feasibility to contract with El Paso County 911 Center .

13. (requested by Carlos Sandoval) DISCUSS AND TAKE ACTION ON IMPLEMENTING A RECORDS MANAGEMENT POLICY, DESIGNATE A RECORDS MANAGEMENT OFFICER (RMO) AND FILE THE POLICY WITH THE TEXAS STATE LIBRARY AND ARCHIVES COMMISSION.

On a motion made by Nick Sierra and seconded by Bill Adler, Rebecca Terrazas, Administrative Assistant was designated as Records Management Officer. Motion carried. Rebecca will Implement the Records Management Policy, and file the policy with the Texas State Library and Archives Commission.. Motion carried.

14. (requested by Chief Adler) DISCUSS AND TAKE ACTION ON NECESSARY RADIO EQUIPMENT NEEDED TO COMMUNICATE TO THE 911 DISPATCHER FROM ANY POINT IN EI PASO COUNTY

Motion was made by Ray Trevizo, seconded by Nick Sierra, to authorize Bill Adler to pursue the grant for \$1.5 million for the 800 trunking system. Bill Adler will go out for bids. Motion carried.

15. (requested by Carlos Sandoval) DISCUSS AND TAKE ACTION: REVIEW ALL CONSTRUCTION, LAND ACQUISITION, AND VEHICLE ACQUISITIONS FOR ALL DEPARTMENTS TO ESTABLISH A STRATEGIC COMPREHENSIVE GROWTH PLAN.

Discussion only. No action taken

16. (requested by Carlos Sandoval) DISCUSS THE FEASEABILITY OF PROVIDING AMBULANCE SERVICE.

Discussion only. No action taken.

17. REPORT ON THE SEPTEMBER 2011 RAC MEETING, BY WENDY YOUNGER.

Nil.

**18. DISCUSS AND TAKE ACTION ON PENSION BOARD BY CHAIRMAN ROLAND GLIDDEN. REPORT ON THE FOLLOWING:
502's, 503's and 504's AND RETIREMENTS SUBMITTED.**

502's Clint - Blanca Chacon, Juan Montes, David Aguirre.

El Paso County will now be paying \$36.00 per person on the Pension.

19. DISCUSS AND TAKE ACTION ON THE FOLLOWING:

- A.) REPORT OF THE INSPECTION DEPARTMENT BY INSPECTOR ROGELIO ESPARZA.**

There's an additional 4 dance halls being constructed.

B.) DISCUSS AND TAKE ACTION ON HIREING THE 2ND INSPECTOR

On a motion made by Nick Sierra this item was postponed until the next meeting . seconded by Bill Adler, motion carried.

C.) DISCUSS AND APPROVE AMENDMENT REGARDING TRANSFERING FUNDS INTO THE INSPECTION DEPARTMENT ACCOUNT.

The Departments agreed to transfer \$25,000.00 each into the inspection department account for operations.

Motion ws made by Ray Trevizo and seconded by Nick Sierra. Motion carried.

D.) DISCUSS AND APPROVE TO ACCEPT A DONATION OF A SPARKY TRAILER FROM THE EI PASO FIRE DEPARTMENT, FOR THE FIRE PREVENTION DIVISION..

The Board asked Rogelio Esparza to look into ownership of trailer.

20. DISCUSS AND TAKE ACTION ON 911 REPORT.

Nil

21. **TRAINING**

Nil

22. **COMMENTS BY DISTRICTS' ATTORNEY TERRI GARCIA.**

Nil

23. **DISCUSS AND TAKE ACTION ON NEXT REGULAR MEETING DATE AND LOCATION, WEDNESDAY 08 NOVEMBER 2011 AT THE WEST VALLEY FIRE DEPARTMENT AT 7:00 P.M.**

Approved unanimously on a motion made by Nick Sierra and seconded by Henry Magallanes.

24. **ADJOURNMENT**

There being no further business the meeting was unanimously adjourned.

PRESIDENT CARLOS SANDOVAL