



*El Paso County*  
**Emergency Services - District #2**



P.O. Box 683  
Clint, Texas 79836  
Phone (915) 851-0304 • Fax (915) 851-9000

NOTICE OF A REGULAR MEETING OF THE EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2 WILL BE HELD AT THE

**MONTANA VISTA FIRE DEPARTMENT  
13978 MONTANA AVE.  
EL PASO, TX 79938  
WEDNESDAY, 14<sup>TH</sup> OF AUGUST 2013  
AT 7:00 P.M.**

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*The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation for interpretive services must be made 48 hours prior to the meeting. Please contact the District's office at (915)851-0304 for further information.*

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**1. CALL MEETING TO ORDER.**

**PLEDGE OF ALLEGIANCE**

**2. ESTABLISHMENT OF QUORUM**

**3. PUBLIC COMMENTS, MUST NOTIFY THE BOARD TO SPEAK ON CERTAIN AGENDA ITEMS. (5 minutes) sign-in sheet provided**

**NOTICE TO THE PUBLIC:** All matters listed under the Consent agenda below will be considered by the Board of Commissioners to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a Commissioner requests specific items to be removed from the Consent agenda. If an item or items are removed from the Consent agenda they will be placed upon the regular agenda for discussion and action prior to the time the board votes on the motion to approve and adopt the Consent agenda.

**CONSENT AGENDA**

**4. DISCUSS AND APPROVE THE MINUTES OF THE REGULAR MEETING HELD ON THE 10<sup>TH</sup> OF JULY 2013 AND SPECIAL MEETING ON THE 8<sup>TH</sup> OF JULY 2013.**

**5. DISCUSS AND TAKE ACTION ON THE FINANCIAL REPORT BY ANNETTE M. GONZALEZ.**



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- A. REPORT ON THE BANK BALANCES.  
MONEY MARKET, OPERATING NOW ACCOUNT, INSPECTION  
ACCOUNT**
- **BANK RECONCILIATIONS**
  - **CHECK REGISTERS ATTACHED**
  - **DEPARTMENT PROFIT & LOSS**
- B. APPROVE FOR PAYMENT OF THE MONTHLY BILLS AND THE  
REQUEST FOR REIMBURSEMENT.**
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6.

**EXECUTIVE SESSION**

**THE EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2 IS  
NOW ENTERING INTO A CLOSED MEETING PURSUANT TO THE  
TEXAS GOVERNMENT CODE §551.071 TO CONSULT WITH THE  
DISTRICT ATTORNEY CONCERNING ALL MATTERS IDENTIFIED  
IN THE AGENDA WHERE THE BOARD MEMBERS SEEK THE  
ADVISE OF THEIR ATTORNEY AS PRIVILEGED COMMUNICATIONS.  
THE DATE IS: 14<sup>TH</sup> OF AUGUST 2013 TIME: \_\_\_\_\_**

- A. (Requested by Chief Esparza) DISCUSS REPORT GIVEN BY CHIEF  
ESPARZA REGARDING MONTANA VISTA FIRE DEPARTMENT.**
- B. (Requested by Chief Esparza) DISCUSS REPORT FROM CHIEF  
ESPARZA ON DISTRICT ADMINISTRATIVE ASSISTANTS.**
- C. (Requested by Commissioner Schuller) DISCUSS PERSONNEL  
MATTERS IN ACCORDANCE WITH TEXAS GOVERNMENT CODE  
§551.074.**
- D. (Requested by Commissioner Schuller) DISCUSS A MERIT INCREASE  
FOR ROGELIO ESPARZA.**

**THE EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2  
BOARD HAS COMPLETED ITS CLOSED MEETING. THE DATE IS:  
14<sup>TH</sup> OF AUGUST 2013 TIME IS: \_\_\_\_\_**

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**THE EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2  
BOARD HAS RECONVENED INTO REGULAR SESSION.**

- A. (Requested by Chief Esparza) **DISCUSS AND TAKE ACTION ON REPORT GIVEN BY CHIEF ESPARZA REGARDING MONTANA VISTA FIRE DEPARTMENT.**
  - B. (Requested by Chief Esparza) **DISCUSS AND TAKE ACTION ON REPORT FROM CHIEF ESPARZA ON DISTRICT ADMINISTRATIVE ASSISTANTS.**
  - C. (Requested by Commissioner Schuller) **DISCUSS AND CONSIDER PERSONNEL MATTERS IN ACCORDANCE WITH TEXAS GOVERNMENT CODE §551.074.**
  - D. (Requested by Commissioner Schuller) **DISCUSS AND TAKE ACTION ON A MERIT INCREASE FOR ROGELIO ESPARZA**
7. **Postponed on July 08, 2013 by Commissioner Schuller (Request by Commissioner Adler) DISCUSS AND TAKE ACTION ON THE FY 2014 BUDGET FOR ESD #2.**
  8. **Postponed on July 08, 2013 by Commissioner Schuller (Request by Chief Esparza) DISCUSS AND TAKE ACTION ON LEASING MORE OFFICE SPACE AT A COST OF \$2,500 A MONTH TO BE USED FOR A BOARDROOM, WITH A MINIMUM 5 YEAR LEASE.**
  9. **(Request by Assistant Chief Cerecerez) DISCUSS AND TAKE ACTION ON GIVING EACH ADMINISTRATIVE ASSISTANT AFTER 1 YEAR OF SERVICE A COST OF LIVING INCREASE.**
  10. **(Request by Assistant Chief Cerecerez) DISCUSS AND TAKE ACTION ON GIVING EACH ADMINISTRATIVE ASSISTANT PART TIME HEALTH INSURANCE BENEFITS AFTER 1 YEAR OF SERVICE.**
  11. **(Request by Chief Esparza) DISCUSS AND TAKE ACTION ON THE DISTRICT NOT ALLOWING MEMBERS TO KEEP ANY ASSIGNED CELL OR LAND LINE NUMBERS THAT WERE ISSUED TO THEM BY THE INDIVIDUAL FIRE DEPARTMENTS.**



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12. (Request by Chief Esparza) **DISCUSS AND TAKE ACTION ON THE ADMINISTRATIVE ASSISTANT'S HAVING CELL PHONES ISSUED BY THE INDIVIDUAL DEPARTMENTS.**
13. (Request by Chief Esparza) **DISCUSS AND TAKE ACTION ON EQUIPMENT THAT WAS BOUGHT BY MONTANA VISTA FIRE DEPARTMENT AND IS NOW IN POSSESSION OF THE EL PASO SHERIFF'S DEPARTMENT.**
14. (Request by Chief Esparza) **DISCUSS AND TAKE ACTION ON THE CONTRACT SIGNED BY CHIEF ESPARZA WITH INTEGRATED HUMAN CAPITAL FOR TEMP SERVICES.**
15. (Request by Annette Gonzalez) **DISCUSS AND TAKE ACTION ON WHEN SICK LEAVE HOURS WILL BE RESET EACH YEAR FOR ALL STAFF EMPLOYEES.**
16. (Request by Chief Esparza) **DICUSS AND TAKE ACTION ON WHICH FIRE DEPARTMENT WILL BE RESPONSIBLE TO PAY \$2,600 FOR A TRUCK THAT WAS LEFT AT A WELDING SHOP. THE TRUCK IS CURRENTLY UNDER CLINT FIRE DEPARTMENT AND WAS SUPPOSED TO BE TRANSFERRED TO SAN ELIZARIO FIRE DEPARTMENT.**
17. (Request by Chief Esparza) **DISCUSS AND TAKE ACTION ON CONTRACTING WITH CLOCKSPOT FOR TIME CARD MANAGEMENT AT A COST OF \$60.00 PER MONTH.**
18. (Request by Commissioner Adler) **DICUSS AND TAKE ACTION ON MONTANA VISTA FIRE DEPARTMENT REVISED MANAGEMENT RESPONSE TO THE 2012 FISCAL YEAR AUDIT FINDINGS.**
19. (Request by Commissioner Adler) **DISCUSS AND TAKE ACTION ON THE COUNTY OF EL PASO AUDIT FININGS.**
20. (Request by Chief Esparza) **DISCUSS AND TAKE ACTION ON THE 2014 SERVICE CONTRACTS BETWEEN ALL DEPARTMENTS AND THE DISTRICT FOR SERVICES.**
21. (Request by Commissioner Murillo) **DISCUSS AND TAKE ACTION ON FIRE DEPARTMENT OFFICERS VEHICLE ASSIGNMENTS.**



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22. (Request by Commissioner Murillo) **DISCUSS AND TAKE ACTION ON PROCESS/DOCUMENTATION OF ISSUE AND USE OF GSA PER DIEM RATE BY INDIVIDUAL FIRE DEPARTMENT MEMBERS.**
23. (Request by Annette Gonzalez) **DISCUSS AND TAKE ACTION ON ADOPTING THE 2013 TAX YEAR AT \$0.1000 PER ONE THOUSAND DOLLARS OF ASSESSED PROPERTY VALUE. THE M&O RATE AT \$0.023841 AND THE DEBT RATE AT \$0.076159.**
24. (Request by Captain Lerma) **DISCUSS AND TAKE ACTION ON ALLOWING THE WEST VALLEY FIRE DEPARTMENT TO HOLD THEIR ANNUAL ANGEL FUND RAISER, SEPTEMBER 28<sup>TH</sup> FROM 10:00 A.M. TO 10:00 P.M.**
25. (Request by Richard Contreras) **DISCUSS AND TAKE ACTION ON MAPS OF THE DISTRICT PRESENTED BY RICHARD CONTRERAS.**
26. (Request by Chief Lopez) **DISCUSS AND TAKE ACTION ON THE DISTRICT COMMUNICATING WITH DEPARTMENT CHIEF'S REGARDING CHANGES ON POLICIES AND PROCEDURES.**
27. (Request by Chief Esparza) **DISCUSS AND TAKE ACTION ON PURCHASING WASP INVENTORY CONTROL SOFTWARE FOR THE DISTRICT OFFICE.**
28. (Request by Annette Gonzalez) **DISCUSS AND APPROVE THE NEXT MEETING TO TAKE PLACE ON 11<sup>TH</sup> OF SEPTEMBER 2013 AT THE \_\_\_\_\_ AT 7:00 P.M.**
29. **ADJOURNMENT**

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**Annette M. Gonzalez**  
**District Administrator**



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**Notice:** Prior to the adjournment of the meeting, the Board may retire into executive session in accordance with Texas Government Code to discuss Section 551.071 Consultation with Attorney, Section 551.072 Deliberation regarding real property, Section 551.073 Deliberation regarding prospective gift, Section 551.074 Personnel matters.

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**I, the undersigned authority, hereby certify that the above notice of the meeting of the board of Commissioners of El Paso County Emergency Services District No. 2 is a correct copy of the notice that I posted and I did post this notice at least seventy-two (72) hours preceding the scheduled meeting at the County Clerk's office.**

**Dated this the 14<sup>TH</sup> OF AUGUST 2013**

**By: \_\_\_\_\_**  
**Annette M. Gonzalez**  
**District Administrator**

