

EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2

**P.O. BOX 683
CLINT, TX 79836**

NOTICE OF A REGULAR MEETING OF THE EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2, TO BE HELD WEDNESDAY 14 DECEMBER 2011 AT 7:00 P.M. AT THE CLINT FIRE DEPARTMENT AT 708 FM 1110, CLINT, TX 79836.

PUBLIC INVITED

1. CALL MEETING TO ORDER,
2. ESTABLISHMENT OF QUORUM.
3. DISCUSS AND TAKE ACTION ON POSTING OF NOTICE FOR THE REGULAR MEETING OF 14 DECEMBER 2011.
4. DISCUSS AND TAKE ACTION ON THE MINUTES OF 09 NOVEMBER REGULAR MEETING HELD IN WEST VALLEY.
5. PUBLIC COMMENTS, MUST NOTIFY THE BOARD TO SPEAK ON CERTAIN AGENDA ITEMS. (5 MINUTES)
Mr Alan Harris and VP Terry Cullen from Hallmark Fire Appratus would like to introduce themselves to the Board.
6. DISCUSS AND TAKE ACTION ON RESOLUTION NO. 2011-04 ADOPTION OF THE RECORDS CONTROL SCHEDULES ISSUED BY THE TEXAS STATE LIBRARY AND ARCHIVES COMMISSION.
7. (requested by Carlos Sandoval) DISCUSS AND TAKE ACTION ON THE RECENTLY PURCHASED 13 ½ ACRES ON BOVEE AND ALAMEDA, INCLUSIVE OF TAKING LEGAL ACTION TO ENFORCE SALE.
8. (requested by Bill Adler) DISCUSS AND TAKE ACTION TO DROP LAND PURCHASE OF 13 ½ ACRES ON BOVEE AND ALAMEDA AND RECUPERATE ANY COSTS PAID.
9. (requested by Carlos Sandoval) DISCUSS AND TAKE DIRECTIVE ACTION ON AUDITING THE SAN ELIZARIO FIRE DEPARTMENT.
10. (requested by Bill Adler) DISCUSS AND TAKE ACTION ON THE DRAFT MEMORANDUM “REVIEW OF EL PASO COUNTY EMERGENCY ESD #2 GENERAL OPERATING EXPENDITURES, AND PROCEDURES, DONE BY EDWARD A. DION, COUNTY AUDITOR.
11. (requested by Carlos Sandoval) DISCUSS AND TAKE ACTION TO HIRE A CPA TO REVIEW THE RECOMMENDATIONS OF THE COUNTY AUDITOR AND SET POLICIES AND PROCEDURES AND GUIDLINES FOR CORRECTIVE ACTION.
12. (item #7 was postponed at the 11/15 Special meeting on a motion made by Henry Magallanes) (this item was requested by Carlos Sandoval)
DISCUSS AND APPROVE THE ADJUSTMENT OF THE “DISCRETIONARY” AMOUNT AND THE USE OF THE TERMINALOGY OF THE WORD “DISCRETIONARY”.

13. (requested by Carlos Sandoval)
 - A.) DISCUSS AND APPROVE THE APPOINTMENT OR HIRE OF WENDY YOUNGER AS INSTRUCTOR TO THE SOON TO BE HIRED ADMINISTRATIVE ASSISTANTS, WITH REGARDS TO FIRE DEPARTMENT REPORTS AND FUNCTIONS THAT WILL BE PERFORMED IN ADDITION TO ACCOUNTING.
 - B.) DISCUSS AND REVIEW/TAKE ACTION ON ADMINISTRATIVE ASSISTANT'S RESUMES RECEIVED.
14. 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.
 - B.) DISCUSS AND APPROVE THE REQUEST FOR REIMBURSEMENT CRITERIA
 - C.) APPROVAL FOR PAYMENT OF THE MONTHLY BILLS, REQUESTS FOR REIMBURSEMENT.
15. DISCUSS AND TAKE ACTION ON PURCHASES, REFINANCING, CONSOLIDATION OVER \$2,000.00 (a notarized and itemized statement of cost must be presented. 775.073)
 - A. MONTANA VISTA – requesting approval to purchase a medium rescue truck for an estimated cost of \$200,000.00 plus, equipped with a generator and a light tower and electric reels to power our electric exhaust fans.
 - B. WEST VALLEY –
 1. request hiring the services of Mike Pietsch, P.E. Consulting Services, INC. to help with upcoming I.S.O. survey. He has quoted a price of \$8,000. The Village of Vinton has committed to 1/3 of the price and the Town of Anthony has also committed to 1/3, thus leaving WVFD to pay \$2,666.00 Attempting to lower our ISO rating from a 4 to a 3. Thus saving the taxpayers additional money on their annual residential and business insurance premiums,
 2. Request to go out for bid on complete repainting of the interior of the main Vinton Station – last painting was in 2000 when new.
 3. Go out for bid on yearly scba flow tests that are now due.
 4. Go out for bid on repairs/upgrades to existing burn building.
 - C. SOCORRO request approval to purchase the following
 1. 105' Rosenbauer Quint Platform Aerial HGAC \$935,457.00 to include aux. equipment.
 - D. CLINT REQUEST APPROVAL FOR THE FOLLOWING:
 1. TO GO OUT FOR BIDS ON A MEDIUM BRUSH TRUCK TO REPLACE AN EXISTING BRUSH TRUCK, NOT TO EXCEED \$100,000 WITH EQUIPMENT.
 2. Purchase 2 Power Hawk Hercules rescue (electric 12 volt) systems for \$23,200 each w/accessories and extra battery packs.

#15. continued

- E. SAN ELIZARIO Request approval to purchase.
Purchase 2 Power Hawk Hercules rescue (electric 12 volt) systems for \$23,200 each w/accessories and extra battery packs
- 16. (requested by Bill Adler)DISCUSS AND TAKE ACTION ON BENEFITS OWED TO FIREFIGHTERS FROM THE FABENS FIRE RESCUE, WHO POSSIBLY DIDN'T HAVE PROPER PAPERWORK FILED DOCUMENTING POSSIBLE INJURIES SUSTAINED IN THE COURSE OF THEIR DUTY WITH THE FABENS FIRE DEPARTMENT.
- 17. (postponed in the November 9th meeting) DISCUSS AND APPROVE A DRAFT POLICY FOR TAKE HOME VEHICLES AND FOR RENT, AND SERVICES PAID BY FIRE DEPARTMENTS.
- 18. REPORT ON THE NOVEMBER 2011 GRANT/RAC MEETING, BY WENDY YOUNGER.
- 19. 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.
- 20. DISCUSS AND TAKE ACTION ON THE FOLLOWING:
 - A.) REPORT OF THE INSPECTION DEPARTMENT BY INSPECTOR ROGELIO ESPARZA.
 - B.) (postponed in the November meeting) CONTINUE DISCUSSING AND TAKE ACTION ON CHANGING THE PART-TIME STATUS OF INSPECTOR GARRETT W. PARKE TO FULL TIME STATUS, WITH FULL BENEFITS.
 - C.) DISCUSS AND TAKE ACTION ON INSPECTION FEES FOR EXISTING BUILDINGS.
 - D.) DISCUSS AND TAKE ACTION ON FIRE WATCH PERSONNEL AS PER THE FIRE CODE AND SET FEES FOR SUCH DUTIES.
- 21. DISCUSS AND TAKE ACTION ON 911 REPORT.
- 22. TRAINING
- 23. COMMENTS BY DISTRICTS' ATTORNEY TERRI GARCIA.
- 24. (requested by Attorney Teresa Garcia) DISCUSS AND TAKE ACTION ON SETTING A SPECIAL MEETING IN JANUARY TO REVIEW DRAFT ON THE POLICY & PROCEDURES FOR THE DISTRICT, PRESENTED BY ATTORNEY TERESA GARCIA.
- 25. (requested by Carlos Sandoval) DISCUSS AND TAKE ACTION TO DIRECT THE ATTORNEY TO CEASE THE REVIEW OF THE POLICIES AND PROCEDURES.
- 26. DISCUSS AND TAKE ACTION ON NEXT MEETING DATE AND LOCATION, WEDNESDAY 14 JANUARY 2012 AT THE FABENS FIRE DEPARTMENT , AT 7:00 P.M.

27. ADJOURNMENT

SECRETARY ENRIQUE MAGALLANES