



P.O. Box 683
Clint, Texas 79836

Phone (915) 851-0304 • Fax (915) 851-9000

MINUTES OF A REGULAR MEETING

Date: Wednesday, October 19, 2016

Time: 7:00 PM

Place: El Paso County Emergency Services District #2 – Board Room
100 S. San Elizario Rd., Suite N
Clint, Texas 79836

Posted: Friday, October 14, 2016

All matters listed on this agenda may be discussed in executive session at the option of the El Paso County Emergency Services District #2 Commissioners following verbal announcement if an appreciate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

1. Call meeting to order.
Meeting was called to order by Mariana Navarrete at 6:59 P.M.

Pledge of Allegiance

2. Establishment of Quorum
Present was President Bill Adler, Vice President Adrian Santana, Treasurer Elvia Schuller and Commissioner Rick Avalos Jr. Absent was Secretary Michael Diaz. Also present was the District Attorney, Richard Contreras.
3. Public comments, must notify the board to speak on certain agenda items.
(5 minutes) Sign-in sheet provided.

Consent Agenda

4. Discuss and approve the minutes of the regular meeting held on September 21, 2016 and special meeting held on October 11, 2016.
5. Discuss and take action on the financial report by Mariana Navarrete.
 - a. Report on the bank balances.
Money market, operation account, inspection account
 - Bank reconciliations
 - Check registers attached
 - Department profit & loss budget vs. actual



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- b. Approve for payment of the monthly bills and the request for reimbursement.

Motion: APPROVED

Motioned by Elvia Schuller

Seconded by Richard Avalos

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

Regular Agenda

6. Discuss and take action on amending FY '15-'16 budget.

Submitted By: Mariana Navarrete, District Office

Motion: Postponed

Motioned by Elvia Schuller

Seconded by Adrian Santana

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

7. Discuss and approve the pension report for the 502's, 503's, 504's and retirement.

Submitted By: Boyd Smith, Pension Chair

Motion: Approved

Motioned by Elvia Schuller

Seconded by Adrian Santana

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

8. Discuss and provide updates on the First Responder Organization (FRO).

Submitted By: Ray Trevizo, San Elizario Fire Department

No Motion Needed, Informational Purposes Only.

9. Discuss Communication Division report/information (Dispatch).

Submitted By: Bill Adler, President

Motion: Delete

Motioned by Bill Adler

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

10. Discuss and take action on the budget line item called Meals and Entertainment.

Submitted By: Mariana Navarrete, District Office

Motion: Approved

Motioned by Richard Avalos

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

11. Discuss and take action on the disposal of old pumpers.

Submitted By: Roger Esparza, District Office

Motion: Approved, All will be disposed of with the exception of the Old Reserve Pumper 701

Motioned by Elvia Schuller

Seconded by Richard Avalos

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None



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Members Not Present: Diaz

12. Discuss and take action on allowing the school districts to purchase the used pumpers for their tech programs.

Submitted By: Roger Esparza, District Office

Motion: Approved

Motioned by Bill Adler

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

13. Discuss and take action on the fire marshal's office to witness the nominations and election of the fire department chief's.

Submitted By: Roger Esparza, District Office

Motion: Approved

Motioned by Bill Adler

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

14. Discuss and take action on all volunteer fire departments submitting a current copy of their department by laws to the district office.

Submitted By: Roger Esparza, District Office

Motion: Approved

Motioned by Elvia Schuller

Seconded by Richard Avalos

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

15. Discuss and take action on allowing the fire marshal to be in charge of approving the take home vehicles for all fire departments.

Submitted By: Roger Esparza, District Office

Motion: Postponed

Motioned by Elvia Schuller

Seconded by Richard Avalos

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

16. Discuss and approve to dispose one set of PPE from the West Valley Fire Department.

Submitted By: Bill Adler, West Valley Fire Department

Motion: Approved

Motioned by Elvia Schuller

Seconded by Adrian Santana

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

Members Abstained: Adler



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17. Discuss and take action on purchases for over two thousand dollars (\$2,000) on Motorola APX handheld radio.

Submitted By: Bill Adler, West Valley Fire Department

Motion: Approved

Motioned by Elvia Schuller

Seconded by Adrian Santana

Members Voting Aye: Schuller, Avalos, Santana

Members Voting Nay: None

Members Abstained: Adler

Members Not Present: Diaz

18. Discuss and take action on purchases over two thousand dollars (\$2,000) for propane tank, hoses and valves.

Submitted By: Bill Adler, West Valley Fire Department

Motion: Approved

Motioned by Richard Avalos

Seconded by Elvia Schuller

Members Voting Aye: Schuller, Avalos, Santana

Members Voting Nay: None

Members Abstained: Adler

Members Not Present: Diaz

19. Discuss and take action on adopting NFPA 1911 (standard for inspection, maintenance, testing and retirement of in-service automotive fire apparatus) Section 7.3.4.

Submitted By: Bill Adler, President

Motion: Approved, Funds will be taken out from reserve.

Motioned by Richard Avalos

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

Executive Session

The El Paso County ESD #2 is now entering into a closed meeting, pursuant to the Texas Government code section 551.071; to consult with the District Attorney concerning all matters identified in the agenda. Where the board members seek the advice of their attorney as privileged communications. The date is October 19, 2016 and the time: 7:54 P.M.



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20. Discuss naming Mariana Navarrete as District Administrator.

Submitted By: Roger Esparza, District Office

21. Discuss on allowing ESD # 2 paid staff to volunteer at any one fire department of their choice on their own time.

Submitted By: Bill Adler, President

22. Discuss on changing medical director.

Submitted By: Roger Esparza, District Office

Regular Session

23. Consider and take action on naming Mariana Navarrete as the District Administrator.

Submitted By: Roger Esparza, District Office

Motion: Approved

Motioned by Richard Avalos

Seconded by Adrian Santana

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

24. Discuss and taking action on allowing ESD # 2 paid staff to volunteer at any one fire department of their choice on their own time.

Submitted By: Bill Adler, President

Motion: Postponed

Motioned by Bill Adler

Seconded by Richard Avalos

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

25. Discuss and take action on changing medical director.

Submitted By: Roger Esparza, District Office

Motion: Approved

Motioned by Elvia Schuller

Seconded by Bill Adler

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz



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26. Discuss and take action on allowing Chief Esparza to request a credit card for Mariana Navarrete with a credit line of one thousand dollars (\$1,000).

Submitted By: Roger Esparza, District Office

Motion: Approved

Motioned by Elvia Schuller

Seconded by Richard Avalos

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

27. Discuss and approve the next meeting to take place on November 16, 2016 at 7:00 P.M.

Submitted By: Mariana Navarrete, District Office

Motion: Approved

Motioned by Adrian Santana

Seconded by Richard Avalos

Members Voting Aye: Adler, Schuller, Avalos, Santana

Members Voting Nay: None

Members Not Present: Diaz

28. Adjournment.