



P.O. Box 683  
Clint, Texas 79836

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

## **MINUTES OF A SPECIAL MEETING**

**Date:** Wednesday, June 22, 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, June 17, 2016

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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.

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1. Call meeting to order.  
Meeting was called to order by Elvia Schuller at 7:00 P.M.

### Pledge of Allegiance

2. Establishment of Quorum  
Present was Vice President Adrian Santana, Secretary Michael Diaz and Treasurer Elvia Schuller. Absent was President Bill Adler. Also present was 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 May 18, 2016.
5. Discuss and take action on the financial report by Annette M. Gonzalez.
  - 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

Motion made by Commissioner Santana  
Seconded by Commissioner Diaz

Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

### Regular Agenda

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

*Submitted by: Annette Gonzalez, District Administrator*

Motion: DELETE

Motion made by Commissioner Santana  
Seconded by Commissioner Diaz

Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

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

Motion made by Commissioner Diaz  
Seconded by Commissioner Santana

Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

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

*Submitted By: Ray Trevizo, San Elizario Fire Department*

Motion: DELETE

Motion made by Commissioner Diaz  
Seconded by Commissioner Santana

Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

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

*Submitted By: Bill Adler, President*

Motion: NO ACTION NEEDED, INFORMATIONAL PURPOSES ONLY.

10. Postponed on May 18, 2016 by Elvia Schuller. Discuss and take action on allowing Chief Esparza to change the budget within the same line item.

*Submitted By: Roger Esparza, District Office*

Motion: POSTPONE

Motion made by Commissioner Santana  
Seconded by Commissioner Diaz

Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

11. Discuss and take action on the Amended and Restated Contract for Consolidated Tax Collection.

*Submitted By: Annette Gonzalez, District Administrator*

Motion: APPROVED



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Motion made by Commissioner Santana  
Seconded by Commissioner Diaz  
Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

12. Consider and take action on the Cano HR Group, LLC contract renewal effective July 1, 2016

*Submitted By: Annette Gonzalez, District Administrator*

Motion: APPROVED

Motion made by Commissioner Diaz  
Seconded by Commissioner Santana  
Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

13. Discuss and approve Ysleta Del Sur Pueblo, Tigua Next Generation (youth internship program) to utilize the Socorro Fire Department burn building on July 9<sup>th</sup> and August 6<sup>th</sup> from 8:00 am to 1:00 pm for CERT Basic Training.

*Submitted By: Robert Cerecerez, Socorro Fire Department*

Motion: APPROVED

Motion made by Commissioner Diaz  
Seconded by Commissioner Santana  
Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

14. Discuss and take action on allowing the purchase of E6000 Plus MSA Thermal Imager for seven thousand dollars (\$7,000.00). Funds will be pulled from Furniture & Equipment two thousand dollars (\$2,000.00); Office Supplies three thousand dollars (\$3,000.00) and Travel two thousand dollars (\$2,000.00)

*Submitted By: Robert Cerecerez, Socorro Fire Department*

Motion: APPROVED PURCHASE FROM CASCO

Motion made by Commissioner Diaz  
Seconded by Commissioner Santana  
Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

15. Discuss and take action on allowing Mr. Richard Contreras to write and handle non-contested wills for free to the El Paso County E.S.D. # 2 volunteer firefighters.

*Submitted By: Robert Cerecerez, Socorro Fire Department*

Motion: APPROVED

Motion made by Commissioner Santana  
Seconded by Commissioner Diaz  
Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

16. Discuss and take action on the purchase of three (3) pallets of foam for Fabens, San Elizario and Clint. The funds will come out of contingencies.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED

Motion made by Commissioner Santana  
Seconded by Commissioner Diaz  
Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler



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### 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 June 22, 2016 and the time: 7:25 P.M.

17. Report from Legal regarding 775(K) Texas Health and Safety Code, duties and responsibilities.

*Submitted By: Richard Contreras, District Attorney*

18. Consider Administrative Personnel.

*Submitted By: Richard Contreras, District Attorney*

The El Paso County ESD #2 Board has completed its closed meeting.  
The date is **June 22, 2016** and the time is: **8:22 P.M.**

The El Paso County ESD #2 board has reconvened into regular session.

### Regular Session

19. No action to be taken regarding 775(K) Texas Health and safety Code.

*Submitted By: Richard Contreras, District Attorney*

Motion: NO ACTION NEEDED

20. Consider and take action on the Administrative Personnel.

*Submitted By: Richard Contreras, District Attorney*

Motion: NO ACTION NEEDED

21. Discuss and take action on contracting SBNG to handle the books, until we find a replacement.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED

Motion made by Commissioner Diaz

Seconded by Commissioner Santana

Members Voting Aye: Santana, Diaz, Schuller

Members Voting Nay: None

Members Not Present: Adler

22. Discuss and take action on the construction for Socorro Fire Department first set of bids.

*Submitted By: Roger Esparza, District Office*

Motion: DENY FIRST SET OF BIDS CLOSED ON APRIL 14, 2016.



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Motion made by Commissioner Diaz  
Seconded by Commissioner Santana

Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

23. Discuss and take action on opening of bids for the Socorro Fire Department construction.

*Submitted By: Roger Esparza, District Office*

Motion: POSTPONE ITEM FOR REVIEW OF BIDS BY ROGER ESPARZA

Motion made by Commissioner Diaz  
Seconded by Commissioner Schuller

Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

24. Discuss and approve the next meeting to take place on July 20, 2016 at 7:00 P.M.

*Submitted By: Annette Gonzalez, District Office*

Motion: APPROVED

Motion made by Commissioner Santana  
Seconded by Commissioner Diaz

Members Voting Aye: Santana, Diaz, Schuller  
Members Voting Nay: None  
Members Not Present: Adler

25. Adjournment.