



P.O. Box 683  
Clint, Texas 79836

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

## **MINUTES OF A SPECIAL MEETING**

**Date:** Wednesday, July 30, 2014

**Time:** 6:00 PM

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

**Posted:** Friday, January 15, 2016 at 8:48 AM

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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 Annette Gonzalez at 6:10 P.M.

### Pledge of Allegiance

2. Establishment of Quorum  
Present was President William Adler, Treasurer Elvia Schuller, Commissioner Adrian Santana and Treasurer Jerry Knotts. Absent was Vice President Pamela Padilla. 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 June 18, 2014.
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.

A motion to approve by Elvia Schuller and seconded by Jerry Knotts.  
Motion carried.

### Regular Agenda

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

*Submitted By: Boyd Smith, Pension Chair*

A motion to approve by Elvia Schuller and seconded by Jerry Knotts. Motion carried.

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

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

No action needed.

8. Postponed on June 18, 2014 by Mario Murillo. Discuss and take action on pension board and pension plan errors to be corrected.

*Submitted By: Chief Murillo, Socorro Fire Department*

A motion to delete by William Adler and seconded by Elvia Schuller. Motion carried.

9. Postponed on June 18, 2014 by Elvia Schuller. Discuss and take action on the Fire Marshals that are peace officers with the State of Texas to carry weapon.

*Submitted By: Chief Esparza, Fire Marshal*

A motion to approve by William Adler and seconded by Elvia Schuller. Motion carried.

10. Postponed on June 18, 2014 by Mario Murillo. Discuss and take action on MVFR purchasing firefighting tools and equipment for fire apparatuses. 3 quotes have been received under \$5,000 and there is currently over \$10,000 in equipment repair and maintenance that can be relocated to firefighting supplies.

*Submitted By: Chief Glidden, Montana Vista Fire and Rescue*

A motion to postpone by William Adler and seconded by Elvia Schuller. Motion carried.

11. Discuss and take action on MVFR accepting and using an \$8,000 grant from Texas A&M Forest Service for a training library.

*Submitted By: Chief Glidden, Montana Vista Fire and Rescue*

A motion to approve by William Adler and seconded by Elvia Schuller. Motion carried.



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12. Discuss and take action on purchasing loose equipment for the drafting pit (special project for FY 2014) test gauges, nozzles, adapters, siemeses, etc. over \$2,000.  
*Submitted By: Chief Adler, West Valley Fire Department*  
A motion to approve by Elvia Schuller and seconded by Jerry Knotts. Motion carried.
13. Discuss and take action on purchasing 10 sets of bunker gear over \$2,000.  
*Submitted By: Chief Adler, West Valley Fire Department*  
A motion to approve by Elvia Schuller and seconded by Jerry Knotts. Motion carried.
14. Discuss and take action to add Chief Esparza as a signer on all department checking accounts, for the sole purpose of granting all department chiefs and administrative assistants online banking access only.  
*Submitted By: Annette Gonzalez, District Administrator*  
A motion to approve by Jerry Knotts and seconded by Elvia Schuller. Motion carried.
15. Discuss and take action on allowing Chief Trevizo attend the 'Initial Administrator of Record Course' offered at the Texas EMS Conference in Ft. Worth, TX between November 22 and 23, 2014 for a total cost of \$325, for early registration, plus travel and hotel. New legislation requires EMS administrators to complete this 16 hour course.  
*Submitted By: Chief Trevizo, San Elizario Fire Department*  
A motion to approve by William Adler and seconded by Elvia Schuller. Motion carried.
16. Discuss and take action to approve the Accident & Sickness policy which comes up for renewal on August 13, 2014. Also, discuss and take action on whether the district would like to purchase Primary Hired Non-Owned Auto Liability insurance with an estimated premium of \$500 - \$1,000.  
*Submitted By: Annette Gonzalez, District Administrator*  
A motion to approve contingent upon the increase in premium being on an annual basis by Elvia Schuller and seconded by William Adler. Motion carried.
17. Discuss and take action on report by Eddie Sanchez in reference to EMT classes.  
*Submitted By: Chief Esparza, Fire Marshal*  
A motion to postpone by William Adler and seconded by Elvia Schuller. Motion carried.



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18. Discuss and take action on releasing the reimbursement funds to Clint Fire Department.  
*Submitted By: Annette Gonzalez, District Administrator*  
A motion to approve reimbursement by William Adler and seconded by Elvia Schuller. Motion carried.
19. Discuss and take action on SFD requesting \$5,000 for Wascomat 35lb tumble gear dryer to include installation.  
*Submitted By: Chief Murillo, Socorro Fire Department*  
A motion to postpone by William Adler and seconded by Elvia Schuller. Motion carried.
20. Discuss and take action on SFD requesting \$2,650 additional funding for 45lb gear extractor.  
*Submitted By: Chief Murillo, Socorro Fire Department*  
A motion to postpone by William Adler and seconded by Elvia Schuller. Motion carried.
21. Discuss and take action to allow WVFD to purchase 30 sets of wildland firefighting boots for a total cost of under \$3,000.  
*Submitted By: Chief Adler, West Valley Fire Department*  
A motion to approve by William Adler and seconded by Elvia Schuller. Motion carried.
22. Discuss and take action on reallocating the Fiscal Year 2013 – 2014 Budget for the ESD #2.  
*Submitted By: Annette Gonzalez, District Administrator*  
A motion to approve by Jerry Knotts and seconded by Elvia Schuller. Motion carried.
23. Discuss and take action on the Fiscal Year 2014 -2015 Budget for the ESD #2.  
*Submitted By: Annette Gonzalez, District Administrator*  
A motion to approve by Elvia Schuller and seconded by William Adler. Motion carried.
24. Discuss and take action on WVFD selling a surplus camper shell for a 2005 Chevy pickup.  
*Submitted By: Chief Adler, West Valley Fire Department*  
A motion to approve by Elvia Schuller and seconded by Jerry Knotts. Motion carried.
25. Discuss and take action on SFD requesting additional funding for equipment in order to complete an approved project under current fiscal year for the purpose of burning props for training facility.



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*Submitted By: Chief Murillo, Socorro Fire Department*  
Item deleted.

26. Discuss and take action on the ESD #2 adopting the El Paso County Budget Calendar and Policies.

*Submitted By: Roger Esparza, Chief*

A motion to approve subject to changes and future amendments by William Adler and seconded by Elvia Schuller. Motion carried.

27. Discuss and approve the next meeting to take place on August 20<sup>th</sup>, 2014 at 7:00 P.M.

*Submitted By: Annette Gonzalez, District Administrator*

A motion to approve by Elvia Schuller and seconded by Bill Adler. Motion carried.

28. Adjournment.

A motion to approve by Jerry Knotts and seconded by Elvia Schuller. Motion carried.