



P.O. Box 683
Clint, Texas 79836

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

MINUTES OF A REGULAR MEETING

Date: Tuesday, October 15, 2019

Time: 6:00 PM

Place: El Paso County Emergency Services District #2 – Board Room
16001 Socorro Road
Fabens, Texas 79838

Posted: Friday, October 11, 2019

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 appropriate 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 6:03 P.M.

Pledge of Allegiance
&
Prayer

2. Establishment of Quorum

Present: President Adrian Santana, Vice President Michael Diaz, Secretary Jacqueline Butler and Commissioner Michael Barnes. Absent was Rick Avalos.

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 special meetings held on September 17, 2019.

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



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- Check registers attached
- Department profit & loss budget vs. actual

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

Motion: Approved

Motioned by Mike Barnes

Seconded by Mike Diaz

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

Regular Agenda

6. Discuss reports by Chief Esparza, Department Chief's, Communications and FRO.

Submitted By: Roger Esparza, Fire Marshal

No action needed, informational purposes only.

7. Provide update on new District Headquarters.

Submitted By: Mike Barnes, Commissioner

No action needed, informational purposes only.

8. Postponed on September 17, 2019 by Mike Diaz. Discuss and take action on Salary Caps.

Submitted By: Mike Diaz, Commissioner

No action needed, informational purposes only.

9. Postponed on September 17, 2019 by Mike Diaz. Discuss and take action on involvement of board with command staff.

Submitted By: Mike Diaz, Commissioner

Motion: Delete

Motioned by Mike Diaz

Seconded by Adrian Santana

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

10. Postponed on September 17, 2019 by Mike Diaz. Discuss and take action on lawsuit and breakdown of payments to previous legal for outstanding lawsuit.

Submitted By: Mike Diaz, Commissioner

No action needed, informational purposes only.

11. Postponed on September 17, 2019 by Mike Diaz. Discuss and take action on the purchase of a pumper.

Submitted By: Roger Esparza, Fire Marshal

Motion: Approved in the amount of \$562,659.41. The balance of \$32,888.41 will be used form Special Projects: Loose Equipment for New Pumper.

Motioned by Mike Barnes

Seconded by Mike Diaz

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

12. Discuss and take action on the reimbursement of the twenty-five thousand dollars



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for each fire department in accordance with the requirements needed to fulfill.

Submitted By: Mariana Navarrete, Administrator

Motion: Approved for payment of \$25,000 for the fire departments, except San Elizario Fire Department.

Motioned by Jacqueline Butler

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Seconded by Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

13. Discuss and take action on the engagement letter from Schmid, Broaddus, Nugent & Gano PC to conduct ESD #2 FY '18 – '19 audit.

Submitted By: Mariana Navarrete, Administrator

Motion: Approved

Motioned by Mike Diaz

Seconded by Mike Barnes

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

14. Discuss and take action on adopting a resolution for Commissioner Compensation Fees under the Texas Health and Safety Code Sec. 775.038.

Submitted By: Mariana Navarrete, Administrator

Motion: Approved not to exceed \$5,000 per year.

Motioned by Mike Barnes

Seconded by Adrian Santana

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

15. Discuss and take action on amending the FY 18-19 Budget for Expense item: Commissioner Fees.

Submitted By: Mariana Navarrete, Administrator

Motion: Approve to transfer from Contingencies to cover for commissioner fees.

Motioned by Mike Diaz

Seconded by Jaqueline Butler

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

16. Discuss and take action on sending one West Valley Fire Department members to Life Academy for EMT school.

Submitted By: Bill Adler, West Valley Fire Department

Motion: Delete

Motioned by Jacqueline Butler

Seconded by Adrian Santana

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

17. Discuss and take action on the repairs on SCBA's from Daco Fire Equipment.

Submitted By: Roger Esparza, Fire Marshal

Motion: Approved

Motioned by Adrian Santana

Seconded by Mike Diaz

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

18. Discuss and take action on the additional cost for the Clint tower.

Submitted By: Roger Esparza, Fire Marshal

No action needed, informational purposes only.



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19. Discuss and take action on vendors that do not have workers compensation insurance.

*Submitted By: Roger Esparza, Fire Marshal
No action needed, informational purposes only.*

20. Discuss and take action on the roofs that did not get fixed due to the vendor not complying with the insurance requirements.

*Submitted By: Roger Esparza, Fire Marshal
No action needed, informational purposes only.*

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 15, 2019 and the time is 6:52 pm.

21. Discussion regarding the completion of position descriptions for ESD leaders.

Submitted By: Mike Barnes, Commissioner

22. Discussion regarding committees for administration, operations and HR.

Submitted By: Mike Barnes, Commissioner

23. Discussion regarding the contract with the service providers.

Submitted By: Ken Campbell, Legal

The El Paso County ESD #2 has completed its closed meeting. The date is October 15, 2019 and the time is 8:29 p.m.

Regular Session

24. Discuss and take action regarding the completion of position descriptions for ESD leaders.

Submitted By: Mike Barnes, Commissioner

Motion: Approved as deliberated.

Motioned by Adrian Santana

Seconded by Mike Diaz

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana

Members Voting Nay: None

Members Not Present: Rick Avalos

25. Discuss and take action on committees for administration, operations and HR.

Submitted By: Mike Barnes, Commissioner

Motion: Approved as deliberated for Administration/Operations, Finance and HR.



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Motioned by Mike Diaz
Seconded by Mike Barnes

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana
Members Voting Nay: None
Members Not Present: Rick Avalos

26. Discuss and take action on the contract with the service providers.

Submitted By: Ken Campbell, Legal
No action needed, informational purposes only.

27. Discuss and approve the next meeting to take place on November 19, 2019_at
6:00P.M.

Submitted By: Mariana Navarrete, District Administrator

Motion: Approved

Motioned by Adrian Santana
Seconded by Mike Diaz

Members Voting Aye: Jacqueline Butler, Mike Barnes, Mike Diaz, Adrian Santana
Members Voting Nay: None
Members Not Present: Rick Avalos

28. Adjournment.

* The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items not on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/he may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. It should be noted that pursuant to Section 38.13, Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and, (c) An offense under Section 38.15, Texas Penal Code is a Class A misdemeanor.