



16001 Socorro Road
Fabens, Texas 79838
Phone (915) 851-0304 • Fax (915) 851-9000

MINUTES OF A REGULAR MEETING

Date: Tuesday, April 19, 2022
Time: 6:00 PM
Place: El Paso County Emergency Services District #2 – Board Room
16001 Socorro Road
Fabens, Texas 79838

DUE TO THE STATE OF EMERGENCY AND/OR LOCAL DISASTER CAUSED BY THE COVID-19 PANDEMIC AND THE FEDERAL, STATE, AND LOCAL GUIDANCES, ORDERS AND DECLARATIONS OF DISASTER RELATED THERETO, THE DISTRICT MAY EXERCISE ITS AUTHORITY TO HOLD THE MEETING VIA VIDEOCONFERENCE AND/OR TELEPHONE CONFERENCE CALL OR OTHER REMOTE PROCEDURES BECAUSE OF THE DIFFICULTY AND RISKS OF CONVENING A QUORUM IN ONE LOCATION. THE MEETING MAY BE ACCESSED BY THE PUBLIC VIA WEB:

<https://hype.onscreensolutions.com/epcountyesd2>

Posted: Thursday, April 14, 2022

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 **Chief Esparza at 6:00 P.M.**
Pledge of Allegiance

Prayer

2. Establishment of Quorum

Present: Vice President Mike Diaz, Commissioner Mike Barnes, and Secretary Jaqueline Butler
Absent: President Santana and Treasurer Rick Avalos

3. Public comments: must notify the board to speak on certain agenda items.
(5 minutes) Public can comment by calling: **(915) 213-3008**
Pin Code: 407 745 738# or if in person sign in sheet will be provided.

6:21 PM Chief Glidden commented on Item # 13
7:32 pm Chief Reyes commented on Item # 22



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Consent Agenda

4. Discuss and approve the minutes of the regular meeting held on March 15, 2022.
5. Discussion and action on the financial report.
 - a. Report on the bank balances.
Money market, operation account, inspection account
 - Bank reconciliations
 - Check registers attached
 - Department profit & loss budget vs. actual

6:01 President Santana and Treasurer Avalos join meeting

Motion: Approved.

Motioned by: Secretary Butler **Seconded by:** Vice President Diaz

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler and Commissioner Barnes

Members Voting Nay: None

Members not present: None

Regular Agenda

6. Discussion on Communications Report by Elva Ramos.

Submitted By: Chief Esparza

Motion: Delete item

Motioned by: Vice President Diaz **Seconded by:** Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

6:11 PM Vice President Diaz and Commissioner Barnes took a motion to instate Item #7.

7. Discussion on personnel matters report by Tommy Cano.

Submitted By: Chief Esparza

Informational purposes.

8. Discussion on monthly report by Chief Esparza.

Submitted By: Chief Esparza

Informational purposes



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9. Discuss and take action on amending the FY 21-22 Budget.

Submitted By: Chief Esparza

Motion: Approved.

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

10. Discuss and take action on the Chase bank excess collateral.

Submitted By: Chief Esparza

Motion: Approved, to allow President Santana sign J.P Morgan Chance Bank pledge release document.

Motioned by: Vice President Diaz **Seconded by:** Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

11. Discuss and take action on approving the repairs to RP701 VIN# ADAN7165 to replace air pump shift assembly, pump engage switch, solenoid air valve parts ordered from DACO Fire Equipment in the amount of \$2,104.91, repairs to B702 VIN # 7J460596 to replace condenser assembly parts ordered at Border International in the amount of \$ 2,763.34, repairs to P803 VIN# YA000398 parts ordered from Siddons-Martin in the amount of \$4,466.88, and replace tires to P802 VIN # XH671763 from Redburn Tire Company in the amount of \$ 3,097.36.

Submitted By: Chief Esparza

Motion: Approved.

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

12. Discuss and take action on approving the purchase of a lift for the maintenance department in the amount of \$27,223.09 from Rotary Lift.

Submitted By: Chief Esparza

Motion: Approved.

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None



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13. Discuss and take action on allowing one member of the Montana Vista Fire Rescue attend Basic EMT Course at ProAction tuition fees, uniform, background check, vaccines and certification. Total amount is \$2,220.00.

Submitted By: Chief Esparza

Motion: Approved.

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

14. Discuss and take action on authorizing to pay the difference to Blackboard Platform in the amount of \$5,301.00. The total will to be off set with grant provided by Texas A&M Forest Service.

Submitted By: Chief Esparza

Motion: Approved, total amount in the amount of \$15,301.00 payable to Blackboard Platform.

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

15. Discuss and take action on amending Employee Handbook.

Submitted By: Chief Esparza

Motion: Approved, chain of command chart will show dotted line from HR to the Board of Commissioners.

Pg. 34 To add on step 3, verbiage "HR will notify the board if the problem or complaint involves ESD 2 Fire Chief.";

Pg. 17. To have HR rephrase sentence referring to last 30 minutes of shift to work out

Motioned by: President Santana **Seconded by:** Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

16. Discuss and take action on ratifying the purchase of fuel from C&R Distributing in the amount of \$2,163.48.

Submitted By: Chief Esparza

Motion: Approved.

Motioned by: Vice President Diaz **Seconded by:** Treasurer Avalos

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None



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17. Discuss and take action on approving pump testing for West Valley Fire Department's pumpers, tanker, quint and brush truck from Firefighter Trucks, Inc. in the amount of \$2,250.80.

Submitted By: Chief Esparza

Motion: Approved.

Motioned by: Secretary Butler **Seconded by:** Vice President Diaz

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

18. Discuss on approving and allowing District staff and the Board of Commissioners from ESD2 to attend the Safe-D 2023 Annual Conference [Feb. 2, 2023 – Feb. 4, 2023] in Round Rock, Texas, to include travel expenses, training registration fees and per-diems.

Submitted By: Chief Esparza

Motion: Approved.

Motioned by: Vice President Diaz **Seconded by:** Secretary Butler

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

19. Discuss and take action on replacement computers for the Board of Commissioners.

Submitted By: Chief Esparza

Motion: Approved, replace old computers to Surplus Pros Computers.

Motioned by: Vice President Diaz **Seconded by:** Secretary Butler

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

20. Discuss and take action on all the old Scott SCBA Airpacks.

Submitted By: Chief Esparza

Motion: Approved, make equipment obsolete.

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None



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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 board members seek the advice of their attorney as privileged communications. The date is Tuesday, April 19, 2022, and the time is 7:00 PM.

21. Discussion on legal and personnel matters.

Submitted By: Chief Esparza

22. Discuss and take action on unauthorized use of district vehicles.

Submitted By: Chief Esparza

The El Paso County ESD #2 has completed its closed meeting. The date is Tuesday, April 19, 2022, and the time is 7:31 PM.

Regular Session

23. Take action on legal and personnel matters.

Submitted By: Chief Esparza

Motion: Delete item.

Motioned by: President Santana **Seconded by:** Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None

24. Take action on unauthorized use of district vehicles.

Submitted By: Chief Esparza

Motion: To proceed as deliberated, Fabens Fire Department's member will be band for 30 days as of today from ESD #2 properties and is not allowed to drive any District's vehicles for 60 days after he is reinstated in the department.

Motioned by: Commissioner Barnes **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler, and Commissioner Barnes

Members Voting Nay: None

Members not present: None



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25. Discuss and approve the next meeting to take place on _____ at
6:00P.M via web and open to the public in person.

Submitted By: Chief Esparza

Motion: Approved, Regular Meeting May 17, 2022.

Motioned by: Secretary Butler **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Treasurer Avalos, Secretary Butler and Commissioner Barnes

Members Voting Nay: None

Members not present: None

26. Adjournment at 7:38 PM.

* 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/she 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 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.