



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

MINUTES OF A SPECIAL MEETING

Date: Tuesday, December 13, 2022
Time: 6:00 PM
Place: El Paso County Emergency Services District #2 – Board Room
16001 Socorro Road
Fabens, Texas 79838

THE MEETING MAY BE ACCESSED BY THE PUBLIC VIA WEB:

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

Posted: Thursday, December 8, 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 6:03 P.M.**

Pledge of Allegiance

Prayer

2. Establishment of Quorum
Present: Vice President Mike Diaz, Treasurer Rick Avalos, Commissioner Mike Barnes
Not Present: President Adrian Santana.
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: #831 460 678 or if in person sign in sheet will be provided.
Chief Cordero spoke about Item #11
Chief Calzada spoke about Item #11
Joshua Velazquez spoke about Item #12

Consent Agenda

4. Discuss and approve the minutes of the regular meeting held on November 15, 2022, and special meeting held on November 29, 2022.



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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

Motion: Approved.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

Regular Agenda

6. Discussion on Communications Report by Elva Ramos.
Submitted By: Chief Esparza
Informational purposes.
7. Discussion on personnel matters report by Cano HR Group.
Submitted By: Chief Esparza
Informational purposes.
8. Discussion on monthly reports by: Chief Esparza, all department heads.
Submitted By: Chief Esparza
Informational purposes.
9. Discuss and take action to ratify the previously approved siren purchase to T501 through Siddons-Martin, in the amount of \$4,933.14.
Submitted By: Chief Esparza
Motion: Approved.
Motioned by: Vice President Diaz **Seconded by:** Commissioner Barnes
Members Voting Aye: Vice President Diaz, Treasurer Avalos, and Commissioner Barnes
Members Voting Nay: None **Members not present:** President Adrian Santana
10. Discuss and take action to ratify the purchase of (2) Medlite transport deluxe MTD-103 for Fabens Fire Department and San Elizario Fire Department through Kimtek Corporation in the amount of \$8,520.00, paid from the sale of assets.
Submitted By: Chief Esparza
Motion: Approved.
Motioned by: Vice President Diaz **Seconded by:** Commissioner Barnes
Members Voting Aye: Vice President Diaz, Treasurer Avalos, and Commissioner Barnes
Members Voting Nay: None **Members not present:** President Adrian Santana

*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, December 13, 2022**, and the time is **6:52 PM**.*



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11. Discuss and take action on the volunteer loss wage reimbursement when they attend a class or training.

Submitted By: Chief Esparza

Motion: Department members will have 15 days to turn in paperwork, (training certificates) via email to Mariana from the time members has completed training, if the time surpasses 15 days member will not be reimbursed. Online classes there will not be reimbursement since the online classes can be done during time when member is not at work. Member can not be teacher of a class and then sign up to be a student of a class and get paid to attend the class that you are teaching, there is something highly unethical with that, you are either a student or a teacher of the class, you can not teach it and be a student at the same time and get paid as a student even though you are teaching the class. Reimbursement will be paid for new training only. Member will need proof of PTO from your employer. Member will not get reimbursed or claim reimbursement for a class that member has been already certified. We will not pay for recertification classes; we will pay for the recertification (renewal) but not for the hours need. Reimbursement will be capped out at 80 hours per FY. A policy letter will be created for next meeting or within thirty days. Policy doesn't apply to the 8 hours of continued training per month for S.A.R Team. The Board will be reviewing loss wage per hour rate next meeting.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

12. Discuss Bid process.

Submitted By: Chief Esparza

Informational purposes.

13. Discuss and approve the awarding of Bid # SC 2022-1102-1 for the Socorro Fire Department, located at 11440 N. Loop, to remodel the entire front of the fire station.

Submitted By: Chief Esparza

Motion: Item postpone for next meeting.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

14. Discuss and approve the awarding of Bid # SE 2022-1103-1 for San Elizario Fire Department, located at 1415 San Antonio Road, to repair metal and TPO roof.

Submitted By: Chief Esparza

Motion: Item postpone for next meeting.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

15. Discuss and approve the awarding of Bid # WV 2022-1104-1 for the West Valley Fire Department located at 510 E. Vinton Road, to replace the concrete driveway.

Submitted By: Chief Esparza

Motion: Item postpone for next meeting.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana



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16. Discuss and approve the awarding of Bid # WV 2022-1105-1 for West Valley Fire Department, located at 510 E. Vinton Road, to paint the exterior of the building.

Submitted By: Chief Esparza

Motion: Item postpone for next meeting.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

17. Discuss and approve opening of Bid # FD 2022-01213-1 for Fabens Fire Department, located at 219 W. Main Street, to demolish the existing building and build a new metal prefab building.

Submitted By: Chief Esparza

Motion: Item postpone for next meeting.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

*The El Paso County ESD #2 has completed its closed meeting. The date is **Tuesday, December 13, 2022**, and the time is **7:57 PM**.*

18. Discuss and take action on amending Code Enforcement fees, applications, and website.

Submitted By: Chief Esparza

Motion: Approved.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

19. Discuss and approve the disposal of obsolete equipment.

Submitted By: Chief Esparza

Motion: Approved.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

20. Discuss and take action on approving flow testing for all departments.

Submitted By: Chief Esparza

Motion: Approved, MES in the amount of \$15,345.96.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana



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21. Discuss and take action on approving hose testing for all departments.

Submitted By: Chief Esparza

Motion: Approved, for Chief Esparza to talk to J. Olmstead and select one of the quotes submitted from: Waterway in the amount of \$19,000.00, Axxcess in the amount of \$22,875.00 or FireCatt in the amount of \$22,040.00.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

22. Discuss and take action on discontinuing broadcasting live meetings.

Submitted By: Chief Esparza

Motion: Approved.

Motioned by: Treasurer Avalos **Seconded by:** Commissioner Barnes

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

Members Voting Nay: None **Members not present:** President Adrian Santana

Executive Session

23. Discussion on legal matters.

Submitted By: Chief Esparza

24. Discussion on personnel matters.

Submitted By: Chief Esparza

Regular Session

25. Take action on legal matters.

Submitted By: Chief Esparza

Motion: No action, to delete item.

Motioned by: Commissioner Barnes **Seconded by:** Treasurer Avalos

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

Members Voting Nay: None **Members not present:** President Adrian Santana

26. Take action on personnel matters.

Submitted By: Chief Esparza

Motion: No action, to delete item.

Motioned by: Commissioner Barnes **Seconded by:** Treasurer Avalos

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

Members Voting Nay: None **Members not present:** President Adrian Santana

27. Discuss and take action on using digital signatures.

Submitted By: Chief Esparza

Motion: Item postpone for next meeting.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana



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

Submitted By: Chief Esparza

Motion: Approved, Tuesday, January 17, 2023.

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

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

Members Voting Nay: None **Members not present:** President Adrian Santana

29. Adjournment at 8:17 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 they are 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.