

P.O. Box 683 Clint, Texas 79836 Phone (915) 851-0304 • Fax (915) 851-9000

MINUTES OF A SPECIAL MEETING

Date: Monday, December 18, 2017

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: Wednesday, December 13, 2017

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.

 Call meeting to order. Meeting was called to order by Mariana Navarrete at 6:00 P.M.

Pledge of Allegiance

- Establishment of Quorum Present was President Adrian Santana, Vice President Michael Diaz, Secretary Jacqueline Butler, Commissioner Michael Barnes. Absent was Treasurer Rick Avalos. 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 November 15, 2017.
- 5. Discuss and take action on the financial report by Mariana Navarrete.
 - a. Report on the bank balances.

Money market, operation account, reserve account.

- Bank reconciliations
- Check registers attached
- Department



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

Motion: APPROVED Motioned by Adrian Santana Seconded by Mike Barnes

Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos

Regular Agenda

 Discuss and approve the pension report for the 502's, 503's, 504's and retirement. Submitted By: Boyd Smith, Pension Chair Motion: APPROVED Motioned by Mike Diaz Seconded by Adrian Santana
 Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos

- 7. Discuss and provide updates on the First Responder Organization (FRO). Submitted By: Ray Trevizo, FRO Administrator Motion: DELETE Motioned by Mike Diaz Seconded by Mike Barnes
 Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos
- 8. Discuss Communications Manager report/information. Submitted By: Bill Adler, Communications Manager No Motion Needed, Informational Purposes Only
- 9. Postponed on November 15, 2017 by Mike Diaz. Discuss and take action on the excess collateral that the El Paso County ESD # 2 has with J.P. Morgan Chase National Collateral Management Group.

Submitted By: Mariana Navarrete, District Administrator Motion: POSTPONED Motioned by Jaqueline Butler Seconded by Mike Barnes Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos



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10. Discuss and take action on the engagement letter from Pena, Briones, McDaniel & Co. to conduct the ESD # 2 FY '16-'17 audit.

Submitted By: Mariana Navarrete, District Administrator Motion: APPROVED Motioned by Adrian Santana Members Voting Aye: Santana, Diaz, Barnes, Butler Seconded by Mike Diaz Members Voting Nay: None Members Not Present: Avalos

11. Discuss and take action on the VFIS Workers' Compensation Renewal effective January 1, 2018. Submitted By: Mariana Navarrete, District Administrator Motion: APPROVED Motioned by Mike Diaz Seconded by Mike Barnes
Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos

- 12. Discuss and take action on the Motorola portable radio equipment loan. Submitted By: Mariana Navarrete, District Administrator Motion: APPROVED for Loan at 2.87% Interest rate. Motioned by Mike Diaz Seconded by Adrian Santana Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos
- 13. Discuss and take action on allowing Chief Esparza to approve expenditures under ten thousand dollars (10,000) without board approval.

Submitted By: Roger Esparza, District Office Motion: APPROVED Motioned by Jaqueline Butler Seconded by Mike Diaz

Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos

- 14. Discuss and take action on approval of West Valley Fire Department approved special projects forcible entry door. Submitted By: Bill Adler, West Valley Fire Department Motion: APPROVED for East Coast Rescue Solutions Motioned by Adrian Santana Seconded by Mike Barnes
 Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos
- 15. Discuss and take action on the purchase of a new washer/extractor for Sa



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Elizario Fire Department. Submitted By: Roger Esparza, District Office Motion: APPROVED for KS Commercial Motioned by Jaqueline Butler

Seconded by Mike Barnes

Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos

- 16. Discuss and take action on amending chapter seventeen (17) of the SOG. Submitted By: Roger Esparza, District Office Motion: POSTPONED Motioned by Jaqueline Butler Seconded by Mike Diaz
 Members Voting Aye: Santana, Diaz, Barnes, Butler Members Voting Nay: None Members Not Present: Avalos
- 17. Discuss and approve the next meeting to take place on <u>January 17, 2018</u> at 6:00 P.M.

Submitted By: Mariana Navarrete, District AdministratorMotion: APPROVEDMotioned by Mike BarnesMembers Voting Aye: Santana, Diaz, Barnes, ButlerSeconded by Adrian SantanaMembers Voting Nay: NoneMembers Not Present: Avalos

Adjournment.