

**Bexar County
Emergency Services District No. 11
Meeting Minutes
March 19, 2020
6:00 P.M.**

Bexar County Emergency Services District No. 11 conducted a meeting at the ESD No. 11 Fire Facility located at 4511 Texas Palm Drive, Converse, Texas 78109 on March 19, 2020 beginning at 6:00 P.M. The following was discussed;

1. Commissioner True called the Bexar County Emergency Services District No. 11 Meeting to Order at 6:08 P.M. and establish a quorum with all members present.
 - a. The Pledge of Allegiance was recited.
2. Citizen Public Forum. (3-minute time limit per individual.). There weren't any members present during this segment.
3. Approval of the February 13, 2020 workshop and meeting minutes. Commissioner Brown made a motion to approve the minutes. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.
4. Receive Chief's Report regarding emergency operations, response times, call volume, training, management activities and personnel and consider taking appropriate action; including
 - a. Run Report. The Chief informed the Board that the department ran approximately 290 calls in the District which accounted for 55.78% of the total runs.
 - b. Upcoming events. A 4th firefighter will be added to the shift within the week.
 - c. Update on the COVID-19 crisis and how it could affect the District. The department is taking all necessary precautions to ensure the safety of the first responders and firefighters.
5. Discussion, update and appropriate action on the 2nd fire station to be built within the District. Mr. Perez gave the Board an update on the status of the environmental study and the firm plans on having it completed within the month.
6. Discussion and appropriate action on the following;
 - a. Approval to hire Mr. Carlos Alfaro as the District's Fire Department Consultant.
 1. Approval of a monthly rate of pay for the Fire Department Consultant. Commissioner Stevens made a motion to hire Mr. Alfaro as the District's Fire Department Consultant with a monthly rate of pay of \$ 2,000.00 for a period of 12

months. Commissioner Brown seconded the motion. Motion carried by a 5/0 vote.

2. Approval to create the Consultant's position on the District's FY 2020 Budget and allocate funds for the position. This item was approved last month when the FY 2020 Budget was amended.
- b. Authorization to pay for the Board and Staff to enroll in the required HB 3834 Security Training. Mr. Alfaro will be working on this item.
- c. Authorization for the District to seek bids in the month of November 2020 for selecting an auditor to perform the FY 2020 Annual Audit. Commissioner True spoke about this item as it was discussed at the annual SAFE-D conference. No action was taken at the present time.
- d. Update on the ladder truck for the Fire Facility. The need for a ladder truck was discussed and the Board was informed that it would cost approximately 1.2 million.
- e. Approval to purchase the new fire apparatus. Commissioner Stevens made a motion to purchase the new fire apparatus at a cost of approximately \$ 525,000.. Commissioner Herrera seconded the motion. Motion carried by a 5/0 vote.
- f. Authorization for the District to seek and authorize the Board President to select a financing option to purchase the new fire apparatus. With the COVID 19 crises in mind, Commissioner Herrera made a motion authorization Commissioner True to select the best financing option to purchase the new fire apparatus. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.
- g. Update on the annual SAFE-D conference attended by the Board in February. The Board members spoke about the different courses that each one attended and what they learned. The Board will continue to attend the annual event.

7. Financial Reports.

- a. Review of the Financial Reports of the District. The Board reviewed the financial reports of the District and had a few questions which were answered promptly.
 - b. Authorization to pay the bills through April 30, 2020. Commissioner Stevens made a motion to pay the bills through the end of April. Commissioner Herrera seconded the motion. Motion carried by a 5/0 vote.
 - c. Authorization to approve payment to Perez Project Consulting, Inc. in the amount of \$ 2,400.00 for services rendered related to the due diligence performed on the potential property purchase. Commissioner Brown made a motion to approve payment to PPC in the amount of \$ 2,400. Commissioner Williams seconded the motion. Motion carried by a 5/0 vote.
- 8.** Discussion and addition of any agenda items to be added to the next regularly scheduled monthly meeting. The next meeting is tentatively scheduled for April 16, 2020.

9. Adjourn. With no further business before the Board, the meeting was adjourned at 7:21 P.M.

ATTEST:

Mr. Robert Herrera
Secretary

Ms. Gloria Salinas
Administrator