



P.O. Box 683
Clint, Texas 79836

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

MINUTES OF A SPECIAL MEETING

Date: Tuesday, February 20, 2018

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: Thursday, February 15, 2018

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 6:01 P.M.

Pledge of Allegiance

2. Establishment of Quorum
Present was President Adrian Santana, Vice President Michael Diaz, Secretary Jacqueline Butler and Commissioner Michael Barnes. Absent was Treasurer Rick Avalos. Also present was 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 January 17, 2018 and special meeting held on February 7, 2018.
5. Discuss and take action on the financial report by Mariana Navarrete.



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- a. Report on the bank balances.
Money market, operation account, inspection account
 - Bank reconciliations
 - 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 Diaz

Seconded by Adrian Santana

Members Voting Aye: Santana, Diaz, Barnes, Butler

Members Voting Nay: None

Members Not Present: Avalos

Regular Agenda

6. 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 Mike Barnes

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



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9. Postponed on January 17, 2018 by Mike Diaz. Discuss and take action on amending chapter seventeen (17) of the SOG.

Submitted By: Roger Esparza, District Office

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

10. Discuss and approve the El Paso County ESD #2 FY '16-'17 Governmental Audit report.

Submitted By: Mariana Navarrete, District Administrator

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

11. Consider and take action on the proposed Texas Comptroller of Public Accounts authorization letter form Sales Tax Assurance.

Submitted By: Mariana Navarrete, District Administrator

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

12. Consider and take action on recommendations from Human Resources on personnel policies.

Submitted By: Roger Esparza, District Office

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

13. Consider and take action on proposed resolution regarding outside storage of combustible materials.

Submitted By: Roger Esparza, District Office

No Motion Needed, Informational Purposes Only



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14. Discuss and take action on adopting communications request form.

Submitted By: Bill Adler, Communications Manager

Motion: APPROVED

Motioned by Adrian Santana

Seconded by Jaqueline Butler

Members Voting Aye: Santana, Diaz, Barnes, Butler

Members Voting Nay: None

Members Not Present: Avalos

15. Discuss and take action for the board to consider the sale of a 1996 Eone Hush to the YISD.

Submitted By: Roger Esparza, District Office

Motion: APPROVED to sell for \$10,000.

Motioned by Mike Diaz

Seconded by Adrian Santana

Members Voting Aye: Santana, Diaz, Barnes, Butler

Members Voting Nay: None

Members Not Present: Avalos

16. Consider and take action on proposed change order on Clint Project.

Submitted By: Bill Adler, Communications Manager

Motion: APPROVED at no additional cost.

Motioned by Mike Barnes

Seconded by Mike Diaz

Members Voting Aye: Santana, Diaz, Barnes, Butler

Members Voting Nay: None

Members Not Present: Avalos

17. Consider and take action on policy for use of District equipment by non-district persons.

Submitted By: Richard Contreras, Legal

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



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18. Consider and take action on proposed restriction of emergency fire services to the Tigua Indian Reservation.

Submitted By: Richard Contreras, Legal

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

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 February 20, 2018 and the time: 6:45 P.M.

19. Discussion regarding employee Lorraine Valenzuela.

Submitted By: Mariana Navarrete, District Administrator

20. Discussion regarding pending litigation – Dorantes vs ESD#2.

Submitted By: Richard Contreras, Legal

21. Discuss personnel matters.

Submitted By: Roger Esparza, District Office

The El Paso County ESD #2 Board has completed its closed meeting.

The date is **February 20, 2018** and the time is: **7:51 P.M.**

The El Paso County ESD #2 board has reconvened into regular session.



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Regular Session

22. Discuss and take action regarding employee Lorraine Valenzuela.
Submitted By: Mariana Navarrete, District Administrator
No Motion Needed, Informational Purposes Only
 23. Discuss and take action regarding pending litigation – Dorantes vs ESD#2.
Submitted By: Richard Contreras, Legal
No Motion Needed, Informational Purposes Only
 24. Discuss and take action on personnel matters.
Submitted By: Roger Esparza, District Office
No Motion Needed, Informational Purposes Only
 25. Discuss and approve the next meeting to take place on March 21, 2018 at 6:00 P.M.
Submitted By: Mariana Navarrete, District Administrator
- Adjournment.