



P.O. Box 683  
Clint, Texas 79836

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

## **MINUTES OF A REGULAR MEETING**

**Date:** Wednesday, December 21, 2016

**Time:** 7:00 PM

**Place:** El Paso County Emergency Services District #2 – Board Room  
100 S. San Elizario Rd., Suite N  
Clint, Texas 79836

**Posted:** Friday, December 16, 2016

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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 appreciate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

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1. Call meeting to order.  
Meeting was called to order by Mariana Navarrete at 7:00 P.M.

### Pledge of Allegiance

2. Establishment of Quorum  
Present was President Bill Adler, Commissioner Rick Avalos Jr. and Secretary Michael Diaz. 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 16, 2016.
5. Discuss and take action on the financial report by Mariana Navarrete.
  - a. Report on the bank balances.  
Money market, operation account, inspection account
    - Bank reconciliations
    - Check registers attached
    - Department profit & loss budget vs. actual



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- 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: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

### 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 William Adler

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

7. Discuss and provide updates on the First Responder Organization (FRO).

*Submitted By: Chief Trevizo, FRO Administrator*

No Motion Needed, Informational Purposes Only

8. Discuss Communication Division report/information (Dispatch).

*Submitted By: Bill Adler, President*

Motion: DELETED

Motioned by Rick Avalos

Seconded by Mike Diaz

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

9. Postponed on October 19, 2016 by Elvia Schuller. Discuss and take action on allowing the fire marshal to be in charge of approving the take home vehicles for all fire departments.

*Submitted By: Roger Esparza, District Office*

Motion: DELETED

Motioned by Mike Diaz

Seconded by Rick Avalos

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller



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10. Discuss and take action the consortium agreement with Life Ambulance Academy.  
*Submitted By: Ray Trevizo, FRO Administrator*  
Motion: APPROVED  
Motioned by William Adler  
Seconded by Adrian Santana  
Members Voting Aye: Adler, Diaz, Avalos, Santana  
Members Voting Nay: None  
Members Not Present: Schuller
  
11. Discuss and take action on the contract for the position of Medical Director for the El Paso County ESD# 2.  
*Submitted By: Richard Contreras, District Attorney*  
Motion: APPROVED  
Motioned by Mike Diaz  
Seconded by William Adler  
Members Voting Aye: Adler, Diaz, Avalos, Santana  
Members Voting Nay: None  
Members Not Present: Schuller
  
12. Discuss and take action on allowing William Adler and Raymundo Trevizo to sign any necessary paperwork for the Medical Director transition with multiple agencies.  
*Submitted By: Richard Contreras, District Attorney*  
Motion: APPROVED  
Motioned by William Adler  
Seconded by Rick Avalos  
Members Voting Aye: Adler, Diaz, Avalos, Santana  
Members Voting Nay: None  
Members Not Present: Schuller
  
13. Discuss and approve the purchase of ten (10) Yellow Fire helmets from Daco Fire Equipment in the total amount of three thousand four hundred and fifty dollars (\$3,450.00).  
*Submitted By: Robert Cerecerez, Socorro Fire Department*  
Motion: DELETED  
Motioned by Mike Diaz  
Seconded by Adrian Santana  
Members Voting Aye: Adler, Diaz, Avalos, Santana  
Members Voting Nay: None  
Members Not Present: Schuller



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14. Discuss and approve the purchase of ten (10) sets of Hiax Bunker boots from Daco Fire Equipment in the total amount of three thousand five hundred dollars (\$3,500.00).

*Submitted By: Robert Cerecerez, Socorro Fire Department*

Motion: DELETED

Motioned by Mike Diaz

Seconded by Adrian Santana

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

15. Discuss and approve the purchase of ten (10) sets of Morning Pride Bunker Gear in the amount of two thousand three hundred and twenty-eight dollars with ninety-four cents (\$2,328.94) per set.

*Submitted By: Robert Cerecerez, Socorro Fire Department*

Motion: DELETED

Motioned by Mike Diaz

Seconded by Adrian Santana

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

16. Discuss and approve for Socorro Fire Department to send three (3) firefighters to attend Teex Swiftwater Rescue class in the amount of eight hundred and ninety five dollars (\$895.00) per member.

*Submitted By: Robert Cerecerez, Socorro Fire Department*

Motion: APPROVED

Motioned by William Adler

Seconded by Adrian Santana

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

17. Discuss and take action on entering into a MOU with American Messaging Services, LLC to place equipment on the tower located at 510 E. Vinton Road.

*Submitted By: Bill Adler, West Valley Fire Department*

Motion: APPROVED

Motioned by Mike Diaz

Seconded by Adrian Santana

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

18. Discuss and take action on the fire departments service contracts.

*Submitted By: Mariana Navarrete, District Administrator*

No Motion Needed, Informational Purposes Only



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19. Discuss and take action on allowing Mariana Navarrete to be made the point of contact for the Sales Tax Assurance LLC.

*Submitted By: Mariana Navarrete, District Administrator*

Motion: APPROVED

Motioned by William Adler

Seconded by Adrian Santana

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

20. Discuss and take action on the purchase of a canopy for the new service truck from Alamo Auto Supply.

*Submitted By: Roger Esparza, District Office*

Motion: DELETED

Motioned by William Adler

Seconded by Adrian Santana

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

21. Discuss and take action on going to contract with Unifirst for the maintenance staff uniforms and station supplies. They are part of the NJPA buy board program.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED for uniforms, Postponed for supplies

Motioned by William Adler

Seconded by Rick Avalos

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

22. Discuss and take action on allowing Chief Esparza to order any and all bunker gear that is necessary for the departments without prior approval from the board.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED

Motioned by Rick Avalos

Seconded by Adrian Santana

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

23. Discuss and take action on the electrical bid for WVFD repair.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED for Bid # 2016-1206, Alpine Electric for \$3,925

Motioned by Mike Diaz

Seconded by Adrian Santana

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller



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24. Discuss and take action on the concrete bid for the CFD.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED for Bid # 2016-1103, Design Construction Co. for \$3,600

Motioned by William Adler

Members Voting Aye: Adler, Diaz, Avalos, Santana

Seconded by Adrian Santana

Members Voting Nay: None

Members Not Present: Schuller

25. Discuss and take action on the purchase of a gas detector calibration machine from Casco Industries. This will be a sole source purchase.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED

Motioned by Mike Diaz

Members Voting Aye: Adler, Diaz, Avalos, Santana

Seconded by William Adler

Members Voting Nay: None

Members Not Present: Schuller

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 December 21, 2016 and the time: 7:42 P.M.

26. Discuss personnel legal matters.

*Submitted By: Roger Esparza, District Office*

27. Discuss and taking action on allowing ESD # 2 paid staff to volunteer at any one fire department of their choice on their own time.

*Submitted By: Bill Adler, President*

Regular Session

28. Discuss and take action on personnel legal matters.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED

Motioned by William Adler

Members Voting Aye: Adler, Diaz, Avalos, Santana

Seconded by Adrian Santana

Members Voting Nay: None

Members Not Present: Schuller



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29. Discuss and take action on allowing ESD # 2 paid staff to volunteer at any one fire department of their choice on their own time.

*Submitted By: Bill Adler, President*

Motion: DENIED

Motioned by Adrian Santana

Seconded by Rick Avalos

Members Voting Aye: None

Members Voting Nay: Adler, Diaz, Avalos, Santana

Members Not Present: Schuller

30. Discuss and approve the next meeting to take place on January 25, 2017 at 7:00 P.M.

*Submitted By: Mariana Navarrete, District Administrator*

Motion: APPROVED

Motioned by William Adler

Seconded by Adrian Santana

Members Voting Aye: Adler, Diaz, Avalos, Santana

Members Voting Nay: None

Members Not Present: Schuller

31. Adjournment.