



P.O. Box 683  
Clint, Texas 79836

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

## **MINUTES OF A REGULAR MEETING**

**Date:** Wednesday, September 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, September 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, Treasurer Elvia Schuller and Secretary Michael Diaz. Absent was Vice President Adrian Santana and Commissioner Rick Avalos Jr. 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 special meetings held on August 18<sup>th</sup> 2016, August 25<sup>th</sup>, 2016 and on August 29<sup>th</sup>, 2016.
5. Discuss and take action on the financial report by Roger Esparza.
  - 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 Elvia Schuller

Seconded by Michael Diaz

Members Voting Aye: Adler, Schuller, Diaz

Members Voting Nay: None

Members Not Present: Santana, 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 Bill Adler

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Diaz

Members Voting Nay: None

Members Not Present: Santana, Avalos

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

*Submitted By: Chief Trevizo, San Elizario Fire Department*

Motion: DELETED

Motioned by Bill Adler

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Diaz

Members Voting Nay: None

Members Not Present: Santana, Avalos

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

*Submitted By: Bill Adler, President*

No Motion Needed, Informational Purposes Only.

9. Discuss and take action on the Property and Casualty Insurance renewal effective October 1, 2016.

*Submitted By: Mariana Navarrete, District Office*

Motion: APPROVED

Motioned by Elvia Schuller

Seconded by Michael Diaz

Members Voting Aye: Adler, Schuller, Diaz

Members Voting Nay: None

Members Not Present: Santana, Avalos

10. Discuss Sales Tax Assurance.

*Submitted By: Mariana Navarrete, District Office*

No Motion Need, Informational Purposes Only.

11. Discuss and take action on modifying Chapter 14 subsections 3 and 5 to reflect "at fault" accidents, instead of "all accidents".

*Submitted By: Bill Adler, President*

Motion: APPROVED

Motioned by Elvia Schuller

Seconded by Michael Diaz

Members Voting Aye: Adler, Schuller, Diaz

Members Voting Nay: None

Members Not Present: Santana, Avalos



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12. Discuss and approve the purchase of a bunker gear washer and dryer for Montana Vista Fire Department.

*Submitted By: Roland Glidden, Montana Vista Fire Department*

Motion: APPROVED, WASHER ONLY. PURCHASE FROM KS COMMERCIAL LAUNDRY.

Motioned by Michael Diaz

Members Voting Aye: Adler, Schuller, Diaz

Seconded by Elvia Schuller

Members Voting Nay: None

Members Not Present: Santana, Avalos

13. Discuss and approve the purchase of fire hoses from Ferrara in the amount of two thousand forty-two dollars (\$2,042.00).

*Submitted By: Roland Glidden, Montana Vista Fire Department*

Motion: APPROVED

Motioned by Bill Adler

Members Voting Aye: Adler, Schuller, Diaz

Seconded by Michael Diaz

Members Voting Nay: None

Members Not Present: Santana, Avalos

14. Discuss and approve the purchase of 9 Scott Bottles in the amount of eight thousand four hundred forty-five dollars and sixty cents (\$8,445.60).

*Submitted By: Roland Glidden, Montana Vista Fire Department*

Motion: APPROVED, PURCHASE FROM DACO

Motioned by Bill Adler

Members Voting Aye: Adler, Schuller, Diaz

Seconded by Elvia Schuller

Members Voting Nay: None

Members Not Present: Santana, Avalos

15. Discuss and take action on the purchase of a Ford F-550 for Montana Vista Fire Department.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED

Motioned by Bill Adler

Members Voting Aye: Adler, Schuller, Diaz

Seconded by Elvia Schuller

Members Voting Nay: None

Members Not Present: Santana, Avalos

16. Discuss and approve on giving the District employees a three percent (3%) cost of living increase effective October 1, 2016 as approved in the budget for FY '16 - '17.

*Submitted By: Mariana Navarrete, District Office*

Motion: APPROVED

Motioned by Elvia Schuller

Members Voting Aye: Adler, Schuller, Diaz

Seconded by Michael Diaz

Members Voting Nay: None

Members Not Present: Santana, Avalos

17. Discuss and take action on the annually/quarterly payment for dispatching services for FY 2016-2017.

*Submitted By: Mariana Navarrete, District Office*

Motion: APPROVED

Motioned by Bill Adler

Members Voting Aye: Adler, Schuller, Diaz

Seconded by Elvia Schuller

Members Voting Nay: None

Members Not Present: Santana, Avalos



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18. Discuss and take action on the Interlocal agreement for Fire Marshal services.

*Submitted By: Richard Contreras, District Attorney*

Motion: APPROVED

Motioned by Bill Adler

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Diaz

Members Voting Nay: None

Members Not Present: Santana, Avalos

19. Discuss and take action on hiring part time El Paso Fire Department firefighters to help cover when the full time employees are absent. The part time employees must be EPFD employees and must volunteer with a department from the district.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED

Motioned by Elvia Schuller

Seconded by Bill Adler

Members Voting Aye: Adler, Schuller, Diaz

Members Voting Nay: None

Members Not Present: Santana, 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 September 21, 2016 and the time: 7:42 P.M.

20. Discuss naming Mariana Navarrete as District Administrator.

*Submitted By: Richard Contreras, District Attorney*

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

The date is **September 21, 2016** and the time is: **7:52 P.M.**

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

#### Executive Session

21. Consider and take action on naming Mariana Navarrete as the District Administrator.

*Submitted By: Richard Contreras, District Attorney*

Motion: POSTPONED 30 DAYS.

Motioned by Bill Adler

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Diaz

Members Voting Nay: None

Members Not Present: Santana, Avalos

22. Discuss and approve the next meeting to take place on October 19, 2016 at



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7:00 P.M.

*Submitted By: Roger Esparza, District Office*

Motion: APPROVED

Motioned by Michael Diaz

Seconded by Elvia Schuller

Members Voting Aye: Adler, Schuller, Diaz

Members Voting Nay: None

Members Not Present: Santana, Avalos

23. Adjournment.