



P.O. Box 683
Clint, Texas 79836

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

MINUTES OF A REGULAR MEETING

Date: Tuesday, November 19, 2019
Time: 6:00 PM
Place: El Paso County Emergency Services District #2 – Board Room
16001 Socorro Road
Fabens, Texas 79838
Posted: Friday, November 15, 2019

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 6:03 P.M.
Pledge of Allegiance
&
Prayer
2. Establishment of Quorum
Present: President Adrian Santana, Vice President Michael Diaz, Treasurer Rick Avalos, Secretary Jackie Butler and Commissioner Michael Barnes.
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 October 15, 2019.
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 Jackie Butler

Seconded by Mike Barnes

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

Regular Agenda

6. Discuss reports by Chief Esparza, Department Chief's, Communications and FRO.

Submitted By: Roger Esparza, Fire Marshal

No action needed, informational purposes only.

7. Discuss and take action on budget amendment for Tommy Cano HR for FY 19-20.

Submitted By: Mariana Navarrete, Administrator

Motion: Approved to transfer \$15,000 from Contingencies: Professional Fees to Consulting Fees.

Motioned by Mike Barnes

Seconded by Mike Diaz

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

8. Discuss and take action on amending the FY 18-19 budget.

Submitted By: Mariana Navarrete, Administrator

Motion: Approved

Motioned by Mike Barnes

Seconded by Adrian Santana

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

9. Discuss and take action on the 2019 Property Tax bill received for the New District Headquarters building in the amount of \$11,459.35

Submitted By: Mariana Navarrete, Administrator

Motion: Approved for payment.

Motioned by Jackie Butler

Seconded by Adrian Santana

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

10. Discuss and take action to attend the Safe-D Conference in Galveston, Texas on February 20-22, 2020.

Submitted By: Mariana Navarrete, Administrator

Motion: Approved

Motioned by Adrian Santana

Seconded by Mike Barnes

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:



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11. Discuss and take action on the 7th Annual Holiday Dinner for all District Employees and Commissioners.

Submitted By: Mariana Navarrete, Administrator

Motion: Approved not to exceed \$4,500

Motioned by Adrian Santana
Seconded by Mike Barnes

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

12. Discuss and take action on the grand opening for the new District Headquarter.

Submitted By: Mariana Navarrete, Administrator

Motion: Approved for January 10, 2019 at 10 AM.

Motioned by Mike Diaz
Seconded by Mike Barnes

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

13. Consider and take action to allow the Village of Vinton to use the WVFD station once a month beginning in January for food delivery (food basket) for area residents.

Submitted By: Bill Adler, West Valley Fire Department

Motion: Approved

Motioned by Rick Avalos
Seconded by Mike Barnes

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

14. Discuss and take action on purchase of used oil tank.

Submitted By: Roger Esparza, Fire Marshal

Motion: Approved purchase from New Pig in the amount of \$2,849.07

Motioned by Mike Diaz
Seconded by Adrian Santana

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present

15. Discuss and take action on personnel matters.

Submitted By: Roger Esparza, Fire Marshal

Motion: Postpone

Motioned by Mike Barnes
Seconded by Adrian Santana

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

16. Discuss and take action on changing the PTO schedule for all employees.

Submitted By: Roger Esparza, Fire Marshal

Motion: Postpone

Motioned by Adrian Santana
Seconded by Mike Barnes

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:



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17. Discuss and take action on amending the budget to give Joe Saucedo a 3% cost of living increase.

Submitted By: Roger Esparza, Fire Marshal

Motion: Approved

Motioned by Adrian Santana

Seconded by Mike Barnes

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

18. Discuss and take action on exploring additional options for legal services.

Submitted By: Jackie Butler, Commissioner

Motion: Approved to send out a request for quotation.

Motioned by Adrian Santana

Seconded by Mike Barnes

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present:

19. Discuss and approve the next meeting to take place on December 10, 2019 at 6:00P.M.

Submitted By: Mariana Navarrete, District Administrator

Motion: Approved

Motioned by Mike Barnes

Seconded by Mike Diaz

Members Voting Aye: Jackie Butler, Mike Barnes, Mike Diaz, Adrian Santana, Rick Avalos

Members Voting Nay: None

Members Not Present

20. Adjournment.

* The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items not on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/he may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. It should be noted that pursuant to Section 38.13, Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and, (c) An offense under Section 38.15, Texas Penal Code is a Class A misdemeanor.