



16001 Socorro Road
Fabens, Texas 79838
Phone (915) 851-0304 • Fax (915) 851-9000

MINUTES OF A SPECIAL MEETING

Date: Tuesday, December 8, 2020
Time: 6:00 PM
Place: El Paso County Emergency Services District #2 – Board Room
16001 Socorro Road
Fabens, Texas 79838

DUE TO THE STATE OF EMERGENCY AND/OR LOCAL DISASTER CAUSED BY THE COVID-19 PANDEMIC AND THE FEDERAL, STATE, AND LOCAL GUIDANCES, ORDERS AND DECLARATIONS OF DISASTER RELATED THERETO, THE DISTRICT MAY EXERCISE ITS AUTHORITY TO HOLD THE MEETING VIA VIDEOCONFERENCE AND/OR TELEPHONE CONFERENCE CALL OR OTHER REMOTE PROCEDURES BECAUSE OF THE DIFFICULTY AND RISKS OF CONVENING A QUORUM IN ONE LOCATION. THE MEETING MAY BE ACCESSED BY THE PUBLIC VIA WEB:

<https://hype.onscreensolutions.com/epcountyesd2>

Posted: Friday, December 4, 2020

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 **Chief Esparza at 6:16 P.M.**

Pledge of Allegiance
&
Prayer

2. Establishment of Quorum

Present: President Adrian Santana, Vice President Michael Diaz, Secretary Jacqueline Butler, Treasurer Rick Avalos and Commissioner Mike Barnes

3. Public comments: must notify the board to speak on certain agenda items.
(5 minutes) Public can comment by calling: **(915) 213-3008**

Pin Code: 523 381 787#

No comments submitted by the public.



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Consent Agenda

4. Discuss and approve the minutes of the regular meeting held on November 17, 2020.

Motion: Approved

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler, Treasurer Avalos and Commissioner Barnes

Members Voting Nay: None

5. Discussion and action on the financial report.

- a. Report on the bank balances.

Money market, operation account, inspection account

- Bank reconciliations
- Check registers attached
- Department profit & loss budget vs. actual

Motion: Approved

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler, Treasurer Avalos and Commissioner Barnes

Members Voting Nay: None

Regular Agenda

6. Discussion on Communications Report by Elva Ramos

Submitted By: Chief Esparza

Informational purposes only.

7. Discussion on report by Chief Esparza.

Submitted By: Chief Esparza

Informational purposes only.

8. Discussion and action on all expenditures exceeding two-thousand dollars: Alamo Auto Supply \$2,213.83, Lower Valley District \$2,392.81, and Southwestern Mills \$2,722.40.

Submitted By: Chief Esparza

Motion: Approved

Motioned by: Vice President Diaz **Seconded by:** Secretary Butler

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler, Treasurer Avalos and Commissioner Barnes

Members Voting Nay: None



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9. Postponed on November 17, 2020 by Treasurer Rick Avalos, discussion, and action for West Valley's Fire Department service contract money initial payment for FY 2020-2021.

Submitted By: Chief Esparza

No Motion-Item Deleted

10. Discussion and action on comparative or single auditive report from SBGN.

Submitted By: Chief Esparza

Motion: Approved to switch to single auditive report. Mr. Cabrera from SBNG, suggested to switch to single auditive report to save time and money.

Motioned by: Vice President Diaz **Seconded by:** Secretary Butler

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler, Treasurer Avalos and Commissioner Barnes

Members Voting Nay: None

11. Review and discuss credit card purchasing and policies and protocols for District Employees and Volunteers.

Submitted By: Secretary Jacqueline Butler

Informational purposes only.

12. Review and discuss on Cano HR Consulting Services.

Submitted By: Secretary Jacqueline Butler

Informational purposes only.

13. Discussion and action on approving five members from the Socorro Fire Department to attend Life EMS Academy to take the Advance EMT Class. Total cost is \$10,350.00.

Submitted By: Chief Esparza

Motion: Approved

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler, Treasurer Avalos and Commissioner Barnes

Members Voting Nay: None

14. Discussion and action on closing all accounts from the Fire Departments and transferring to District's operating account.

Submitted By: Chief Esparza

Motion: Approved

Motioned by: President Santana **Seconded by:** Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler, Treasurer Avalos and Commissioner Barnes

Members Voting Nay: None



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15. Discussion and action on Texas Mutual Insurance, the reasons why claims were denied for paid staff who tested positive to Covid-19.

Submitted By: Treasurer Rick Avalos

No Motion-Item Deleted

16. Discussion and action on the policies for inventory and purchasing.

Submitted By: Chief Esparza

No Motion-Item Deleted

17. Discussion and action on the purchase of all emergency equipment for the new fleet.

Submitted By: Chief Esparza

Motion: Approved, not to exceed \$298,045.21, purchase from a State Contract Vendor or any competitive purchasing.

Motioned by: President Santana **Seconded by:** Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler, Treasurer Avalos and Commissioner Barnes

Members Voting Nay: None

18. Discuss and approve the next meeting to take place on January 19, 2021 at 6:00P.M via Web.

Submitted By: Chief Esparza

Motion: Approved

Motioned by: Vice President Diaz **Seconded by:** Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler, Treasurer Avalos and Commissioner Barnes

Members Voting Nay: None

19. Adjournment at **8:03 PM.**

* 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/she 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.