



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

MINUTES OF A REGULAR MEETING

Date: Tuesday, February 16, 2021
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, February 12, 2021

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 6:00 P.M.**

Pledge of Allegiance
&
Prayer

2. Establishment of Quorum

Present: President Adrian Santana, Vice President Michael Diaz, Treasurer Rick Avalos, Secretary Jacquelin Butler 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: 346 314 140#

Assistant Chief David Calzada Fabens Fire Department to comment on Item #12 and Item #13.
Chief William Cordero to comment on Item #12 and Item #13.
Chief Bill Adler to comment on Item #12 and Item #13.



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Consent Agenda

4. Discuss and approve the minutes of the special meeting held on January 27, 2021.
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: Secretary Butler **Seconded by:** Commissioner Barnes

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

Members Voting Nay: None

Regular Agenda

6. Discussion on Communications Report by Elva Ramos.

Submitted By: Chief Esparza

Informational purposes only.

At 6:08 PM Commissioner Avalos would like to move to Item #12 and Item #13.

Motioned By: Vice President Diaz

Seconded by: Secretary Butler

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:
Cummins Sales and Service \$3,258.36 P801.

Submitted By: Chief Esparza

Motion: Approved.

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

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

Members Voting Nay: None



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9. Discussion and action on financial audit by SBNG.

Submitted By: Chief Esparza

Auditor Tello Cabrera and Monica Pena audit highlights:

- Unmodified Audit opinion (clean opinion).
- Audit conducted in accordance with Governmental Auditing.
- No instances of fraud, waste or abuse reported.
- One finding on internal controls and two recommendations.

Recommendations:

- To conduct monthly assets inventory.
- ESD #2 should document all changes in writing and create a manual.
- Establish an investment policy, select an investment officer, work with an attorney on investment policy.

Motion: Approved.

Motioned by: Secretary Butler **Seconded by:** Commissioner Barnes

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

Members Voting Nay: None

10. Discussion and action on the proposed contract with Cano HR.

Submitted By: Chief Esparza

Motion: To start with option 2, with the option of changing to option 1, monthly reports will be submitted to Board of Commissioners of ESD #2.

Motioned by: President Santana **Seconded by:** Secretary Butler

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

Members Voting Nay: None

11. Discussion and action on all missing portable radios issued to all Fire Departments.

Submitted By: Chief Esparza

Informational purposes only.

12. Discussion and action on all Volunteer Firefighters with a take home vehicle must make 15% of call volume per month.

Submitted By: Treasurer Rick Avalos

Motion: Clint and Fabens Fire Department's Chiefs will propose in one week from today's meeting, a plan on not to have miss calls. Fire Department Chiefs will schedule to meet via web, in person or phone conference with Chief Esparza, Commissioner Avalos, President Santana or Commissioner Barnes to look at all data in missed calls and come up with a strategic plan to correct issue.

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

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

Members Voting Nay: None



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13. Discussion and action on all Fire Departments that are not making 97% of response calls per month, will submit a plan for help and how to improve call response. If they fail to do so and improve numbers, the ESD #2 will begin a process to replace those Chiefs.

Submitted By: Treasurer Rick Avalos

Motion: Change response call volume to 93% per month.

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

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

Members Voting Nay: None

At 7:26 PM Chief Esparza would like to move to Item #9.

Motioned By: Vice President Diaz

Seconded by: President Santana

Executive Session

14. Discussion and action with legal counsel about legal matters.

Submitted By: Chief Esparza

Motion: Delete.

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

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

Members Voting Nay: None

Regular Session

15. Discuss and approve the next meeting to take place on March 16, 2021 at 6:00P.M via Web.

Submitted By: Chief Esparza

Motion: Approved.

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

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

Members Voting Nay: None

16. Adjournment at **8:56 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.