



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

## **MINUTES OF A REGULAR MEETING**

**Date:** Tuesday, May 18, 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, May 14, 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.

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1. Call meeting to order

Meeting was called to order by **Chief Esparza at 6:00 P.M**

Pledge of Allegiance

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Prayer

2. Establishment of Quorum

**Present:** President Adrian Santana, Vice President Mike 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: 969 250 858#**



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### Consent Agenda

4. Discuss and approve the minutes of the regular meeting held on April 20, 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:** Vice President Diaz    **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 for March 2021 and April 2021.  
*Submitted By: Chief Esparza*  
Informational purposes only.
  
7. Discussion and action on expenditures exceeding two thousand dollars:  
Cummins Sales and Service in the amount of \$2,671.22.  
*Submitted By: Chief Esparza*

**Motion:** Approved.

**Motioned by:** Vice President Diaz    **Seconded by:** Treasurer Avalos

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

**Members Voting Nay:** None



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8. Discussion and action on approving the purchase of 3000 gallons of fuel/gasoline from C&R Distributing to refuel tank at District Head Quarters, in the amount of \$8,285.78.

*Submitted By: Chief Esparza*

**Motion:** Approved.

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

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

**Members Voting Nay:** None

9. Discussion and action on amending the FY '20-21' Budget.

*Submitted By: Mariana Navarrete*

**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

10. Discussion and action on the Chase Bank excess collateral.

*Submitted By: Mariana Navarrete*

**Motion:** Approved.

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

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

**Members Voting Nay:** None

11. Discussion on report by Chief Esparza.

*Submitted By: Chief Esparza*

**Informational purposes only.**

12. Discussion and action on an update purchase of Toughbook's for new fleet approved on Regular Meeting Tuesday, October 20, 2020 Item #11, in the original amount of \$88,800.00.

*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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13. Discussion and action on an update purchase installation of tablet docking and tablet Toughbook display on new fleet at Alamo Auto Supply in the amount of \$25,742.75.

*Submitted By: Chief Esparza*

**Motion:** Approved.

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

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

**Members Voting Nay:** None

14. Discussion and action on the purchase of an ice maker for District Office: Caldarella's, Inc. \$8,235.00, Grainger \$4,764.56, and Shamrock Food Service \$3,957.00.

*Submitted By: Chief Esparza*

**Motion:** Approved. Shamrock Food Service \$3,957.00

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

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

**Members Voting Nay:** None

15. Discussion and action on approving the purchase of two Command Units if approved by the Commissioner's Court.

*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. Discussion and action on allowing 6 members of the Socorro Fire Department to attend the Advance Technician Swiftwater Training in Pflugerville, Texas. Total amount of \$3,000.00 at \$600.00 per student, they will be using a credit from previously approved training. The amount will off set with grant provided by Texas Forest.

*Submitted By: Chief Esparza*

**Motion:** Approved.

**Motioned by:** Vice President Diaz **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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17. Discussion and action on allowing 4 members of the Clint Fire Department attend the Advance Technician Swiftwater Training in Pflugerville, Texas. Total amount is \$2,400.00 at \$600.00 per student.

*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

18. Discussion and action on allowing 3 members of the Fabens Fire Department attend the EMT Class at El Paso Community College. Total amount is \$2,614.50 at \$871.50 per student.

*Submitted By: Chief Esparza*

**Motion:** If CPA allows, to have Fabens Fire Department pay for the tuition in the amount of \$2,614.50, then ESD2 can reimburse tuition money back to them.

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

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

**Members Voting Nay:** None

19. Discussion and action on moving forward with a Strategic Planning process.

*Submitted By: Secretary Jacqueline Butler*

**Informational purposes only.**

20. Discussion and action updates on Human Resources needs and processes from Tommy Cano HR.

*Submitted By: Secretary Jacqueline Butler*

**Informational purposes only.**

21. Discussion and action allowing President Santana to attend Texas Fire Chief Academy in Grapevine, TX in June.

*Submitted By: Chief Esparza*

**Motion:** Item Deleted.

**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

22. Discussion and action on the board returning to in person/live meetings and stream meeting to the public via web.

*Submitted By: Chief Esparza*

**Motion:** Approved, Board of Commissioners +to return in person meeting and streaming meetings via web to the public.

**Motioned by:** Vice President Diaz **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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**7:33 PM Item #s 23, 24, and 25 skipped after Executive Session.**

23. Discussion and action on an incentive program for salaried employees.

*Submitted By: Chief Esparza*

**Motion:** Authorize Cano HR, Attorney and Chief Esparza to proceed as deliberated.

**Motioned by:** Treasure Avalos **Seconded by:** President Santana

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

**Members not present:** Secretary Butler

**Members Voting Nay:** None

24. Discussion and action on an incentive for salaried employees.

*Submitted By: Chief Esparza*

**Motion:** Item Deleted.

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

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

**Members not present:** Secretary Butler

**Members Voting Nay:** None

25. Discussion and action on an audit for San Elizario Fire Department.

*Submitted By: Chief Esparza*

**Motion:** Proceed as deliberated.

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

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

**Members not present:** Secretary Butler

**Members Voting Nay:** None

**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 board members seek the advice of their attorney as privileged communications. The date is Tuesday, May 18, 2021 and the time is 7:33 PM*

26. Discussion and action on personnel matters.

*Submitted By: Chief Esparza*

**Motion:** No action.

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

*Submitted By: Chief Esparza*

**Motion:** No action.

*The El Paso County ESD #2 has completed its closed meeting. The date is Tuesday, May 18, 2021 and the time is 8:59 PM.*



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### Regular Session

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

*Submitted By: Chief Esparza*

**Motion:** Approved. In person meeting for Board of Commissioners only, streaming via Web to the public.

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

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

**Members not present:** Secretary Butler

**Members Voting Nay:** None

29. Adjournment at **9:02 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/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.