



Cameron County Emergency Services District No. 1
Board of Emergency Services Commissioners Meeting Notice
Wednesday, June 30, 2021 –1:30 P.M. Regular Meeting

IN COMPLIANCE WITH THE PROVISIONS OF CHAPTER 551, TEXAS GOVERNMENT CODE, NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE BOARD OF EMERGENCY SERVICES COMMISSIONERS OF THE CAMERON COUNTY EMERGENCY SERVICES DISTRICT NO. 1 (CCESD) WILL BE HELD AT THE EOC MEETING ROOM LOCATED ON THE 2ND FLOOR, 964 E. HARRISON STREET, IN BROWNSVILLE, TEXAS, AT 1:30 P.M. ON WEDNESDAY, JUNE 30, 2021.

Quorum: Oscar Tapia, Hector Cruz, Michael Perez (absent), Eduardo Alvarez.

Attendance: Brownsville Fire Chief Jarrett Sheldon, Los Fresnos Fire Chief Gene Daniels, Port Isabel Fire Captain Oziel Garcia, South Padre Island Fire Chief Jim Pigg, STEC Director Bill Aston.

Staff: Belinda Aguilar – ESD Coordinator, Tom Hushen – Emergency Management Coordinator (EMC)

Legal: Dylbia Vega, Daniel N. Lopez

MINUTES

1. Call Meeting to Order.

Meeting was called to order by Oscar Tapia CCESD President at 1:34 PM.

A. Quorum

Quorum was established with 3 CCESD Board members present

B. Pledge of Allegiance

2. Public Comments (Each individual has up to three minutes. Board members will not engage in any discussion). *Mr. Bill Aston suggested an inventory list on specialized equipment to include assets, heavy rescue, cascade systems for all departments to have access.*

3. Approval of Minutes

A. May 26th, 2021, Audit Workshop minutes

Motion to approve made by Mr. Alvarez and seconded Mr. Cruz

B. May 26th, 2021, Special Meeting minutes

Motion to approve made by Mr. Alvarez and seconded Mr. Cruz.

Unanimous approval by the Board members present.

4. Financial Report:

A. Bank Statement (Revenues/Expenditures)

Ms. Aguilar read the balance from the May 28th, 2021, bank statement, which was \$3,110,657.79 and the interest earned in May was \$423.62.

Ms. Aguilar stated she had reconciled the month of May.

B. Budget Amendments

Ms. Aguilar stated there were no Budget Amendments.

C. Payment of Claims

Ms. Aguilar reported three payments to SAFE-D two in the amount of \$125.00 and one in the amount of \$20.00. Ms. Aguilar reported two payments to Rio Grande Valley Purchasing in the amount of \$350.00. One payment to the Manny's Uniforms in the amount of \$57.16, one payment to Positive Promotions in the amount of 1,758.04, one payment to Lara's Bakery in the amount of \$28.05, and one payment to Bluehost in the amount of \$17.99.

Motion to acknowledge the reports was made by Mr. Alvarez and seconded by Mr. Cruz. Unanimous approval by the Board members present.

5. Reports:

A. Coordinator's Report

Ms. Aguilar informed the Board of the upcoming Truth-in-Taxation important dates schedule.

B. Emergency Services Consultant's Report

Mr. Hushen advised the equipment list has been updated. Mr. Hushen stated the Delta variant is expected to hit our area, Mr. Hushen reported vaccines are still available.

C. Fire Marshal's Report

Mr. Hushen reported there was some concerns regarding the budget based on the previous 5-year average. Mr. Hushen suggested not including the pandemic year into next year's budget if all departments agreed.

Motion to acknowledge the reports made by Mr. Alvarez and seconded Mr. Cruz. Unanimous approval by the Board members present.

6. Presentation of an overview of the CCESD Budget Process in preparation for upcoming budget discussions.

Ms. Aguilar presented a PowerPoint presentation of the budget process. Ms. Aguilar stated there were no significant changes to the budget this year. Ms. Aguilar stated Fire and EMS allocation is set at a 60/40 split to include a 10k stipend for certified first responders and remain at a 5-year average as approved by the Board.

Motion to acknowledge the presentation made by Mr. Alvarez and seconded by Mr. Cruz. Unanimous approval by the Board members present.

7. Consideration and possible action on four interlocal agreements between Cameron County and the Cameron Emergency Services District No.1 authorizing the Cameron County I.T. Department, the Cameron County Budget Officer, the Cameron County Emergency Management Director, and Cameron County Commissioners Court- Civil Legal Division to provide services to the C.C.E.S.D. No. 1.

Ms. Aguilar stated the packets included four interlocal agreements for review and approval.

Mr. Tapia inquired if we could combine all contracts for the following year.

Ms. Jefferies stated they would combine the contracts next year.

Motion made to approve by Mr. Alvarez and seconded by Mr. Cruz.

Unanimous approval by the Board members present.

8. Consideration and possible approval for a Fire Chief to attend the Annual 2021 SAFE-D Conference.

Ms. Aguilar stated during the last Fire Chiefs Association meeting in Brownsville, it was voted for Brownsville Assistant Fire Chief Pedraza to attend the Annual SAFE-D Conference if approved by the Board.

Motion made to approve by Mr. Alvarez and seconded by Mr. Cruz.

Unanimous approval by the Board members present.

9. EXECUTIVE SESSION ITEMS:

- A. Deliberation regarding the possible appointment, employment, evaluation, and duties of the CCESD Coordinator, as permitted by V.T.C.A Government Code, and Section 551.074

The Board Members entered Executive Session at 2:06 p.m. and closed Executive Session at 2:47 p.m.

Motion to enter Executive Session made by Mr. Alvarez and seconded by Mr. Cruz.

Motion carried unanimously.

10. Action Relative to the Executive Session

Motion to return to open session made by Mr. Alvarez and seconded by Mr. Cruz.

Motion to change title to Emergency Services District No.1 Coordinator to Emergency Services No.1 Administrator made by Mr. Cruz and seconded by Mr. Alvarez.

Motion carried unanimously.

11. Adjournment.

Motion to adjourn at 2:47 PM made by Mr. Alvarez and seconded by Mr. Cruz.

Unanimous approval by the Board members present.