

WORKSHOP

Cameron County Emergency Services District No. 1

Workshop

WEDNESDAY, THE 26TH DAY OF MAY 2021 AT 1:00 P.M.

AGENDA

IN COMPLIANCE WITH THE PROVISIONS OF CHAPTER 551, TEXAS GOVERNMENT CODE, NOTICE IS HEREBY GIVEN THAT A SPECIAL MEETING/WORKSHOP OF THE BOARD OF EMERGENCY SERVICES COMMISSIONERS OF THE CAMERON COUNTY EMERGENCY SERVICES DISTRICT NO. 1 (CCESD) WILL BE HELD AT **THE OLD CAMERON COUNTY COURTHOUSE, IN THE COMMISSIONERS COURTROOM, LOCATED ON THE 2ND FLOOR, 1100 E. MONROE STREET, IN BROWNSVILLE, TEXAS, AT 1:00 P.M. ON WEDNESDAY, MAY 26TH, 2021, PRECEDING THE SPECIAL MEETING.**

1. Call Meeting to Order.

Meeting was called to order by Oscar Tapia CCESD President at 1:07 PM.

A. Quorum

Quorum was established with 3 CCESD Board members present. Mr. Michael Perez was absent at the time the meeting was called to Order.

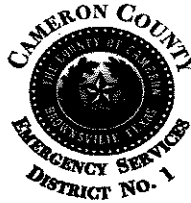
B. Pledge of Allegiance

2. Workshop Agenda:

A. Presentation of 2020 Cameron County Emergency Services District Audit Report by Burton McCumber & Longoria, LLP

Mr. Ben Pena presented the 2020 Audit report for the CCESD. Mr. Pena stated there were no material misstatements, fraud or any other misrepresentations found in the Audit. Mr. Pena stated there were no disagreements with management. Mr. Pena stated the biggest components of the district's financial statements are cash receivables and payables. Mr. Pena reported 663 thousand in taxes receivables. Mr. Pena reported the

tax levy at 3.6 million, expenditures were 3.6 million, with a payable due at the end of the year to providers of 1.8 million for subsequent year. Mr. Pena reported Ms. Aguilar was doing a great job in documenting all the transactions. Mr. Pena reported no findings. Mr. Michael Perez joined in meeting at 1:12 p.m. Motion to Adjourn at 1:16 PM by Mr. Alvarez and seconded by Perez.



Cameron County Emergency Services District No. 1
Board of Emergency Services Commissioners Meeting Notice
Wednesday, May 26th, 2021 – 1:15 P.M. Special Meeting

NOTICE IS HEREBY GIVEN THAT A SPECIAL 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, 1100 E. MONROE STREET, IN BROWNSVILLE, TEXAS, AT 1:15 P.M. ON WEDNESDAY, MAY 26TH, 2021.

AGENDA

PRESENTATION:

1. Presentation.
 - A. Presentation of a Resolution Honoring and Recognizing Los Fresnos Fire Chief Mr. Gene Daniels on his achievements and outstanding service.
Cameron County Judge Eddie Trevino presented the Resolution Honoring and Recognizing Los Fresnos Fire Chief Mr. Gene Daniels.

2. Swearing-in Ceremony for CCESD Board Members.
Reappointment of Michael Perez, sworn in by Judge Eddie Trevino.

3. Call Meeting to Order.
Meeting was called to order by Oscar Tapia CCESD President at 1:37 PM.
 - A. Quorum
Quorum was established with 4 CCESD Board members present.

 - B. Pledge of Allegiance

4. Discussion and possible action on the election of the CCESD Board Officers.
 - A. President
Mr. Eduardo Alvarez nominated Mr. Oscar Tapia for president, seconded by Mr. Hector Cruz. Mr. Tapia accepted the presidency. Motion carried unanimously.
 - B. Vice President
Mr. Michael Perez nominated Mr. Hector Cruz for vice-president, seconded by Mr. Eduardo Alvarez. Mr. Cruz accepted the position. Motion carried unanimously.
 - C. Secretary
Mr. Michael Perez nominated Mr. Eduardo Alvarez as Secretary, seconded by Mr. Cruz. Mr. Alvarez accepted the position. Motion carried unanimously.
 - D. Treasurer
Mr. Eduardo Alvarez nominated Mr. Michael Perez as treasurer, seconded by Mr. Hector Cruz. Mr. Perez accepted the position. Motion carried unanimously.

E. Assistant Treasurer

Position is currently vacant. Item was tabled.

5. Public Comments (**Each individual has up to three minutes. Board members will not engage in any discussion**). *No public comments.*

6. Approval of Minutes:

A. March 25th, 2021 Minutes

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

Mr. Tapia requested agenda address be amended to reflect 1100 E. Monroe St.

Unanimous approval by the Board members present.

7. Financial Report:

A. Bank Statement (Revenues/Expenditures)

Ms. Aguilar read the balance from the March 31st, 2021 bank statement, which was \$3,754,395.62, and the interest earned in March was \$828.64. Ms. Aguilar read the balance from the April 30th, 2021 bank statement, which was \$3,467,956.85, and the interest earned in April was \$726.99. Ms. Aguilar stated she had reconciled the months of March and April.

B. Budget Amendments

Ms. Aguilar stated there was no Budget Amendments.

C. Payment of Claims

Ms. Aguilar reported one payment in the month of March to SAFE-D in the amount of \$40.00. One payment to Manny's Uniform in the amount of \$265.00.

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

Unanimous approval by the Board Members present.

8. Reports:

A. Coordinator's Report- Monthly Summary Report

Ms. Aguilar informed the Board the CCESD Website had recently crashed. Ms. Aguilar reported the site was now up and running, but Cameron County I.T. had to rebuild the site, which was completed at no additional cost to the district.

B. Emergency Services Consultant's – Emergency Management Assessment Report

Mr. Hushen reported there was training available for 501 C nonprofit providers who are eligible to apply for FEMA reimbursement. Mr. Hushen reported Emergency Management will no longer be having phone conferences for Situational Awareness COVID-19. Mr. Hushen informed the Board Emergency Management will be holding a monthly meeting for all to attend. Mr. Hushen reported as a reminder 211 is purged every year. Mr. Hushen reported it is up to each individual city to have a custodian of those records to contact each individual to verify their needs for evacuation.

C. Fire Marshal's Report - Monthly Fire Inspections

Mr. Hushen reported on behalf of Fire Marshal, Juan Martinez. Mr. Hushen reported the Fire Marshals were working on a warrant for a current arson investigation. Mr. Hushen advised the fire marshals had been conducting 6-7 inspections a day. Mr. Hushen reported the fire ban had been lifted and no longer in effect.

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

9. Consideration and authorization to travel to the Safe-D Annual Conference September 16-18, 2021 at the Fort Worth Convention Center Forth Worth, Texas.
All 4 board members including Ms. Aguilar will be attending the SAFE-D Annual Conference on September 16-18, 2021. Mr. Tapia inquired on sending a Fire Chief to attend the SAFE-D Conference. Motion made by Mr. Cruz and seconded by Mr. Alvarez. Motion carried unanimously.

10. Consideration and authorization to attend ISM-RGV Public Purchasing Seminar at South Padre Island.
Ms. Aguilar requested approval for Daniel N. Lopez and herself to attend the Annual Public Purchasing Seminar at South Padre Island. Ms. Aguilar informed the Board the County will be covering all expenses for Ms. Vega to attend as well. Motion to approve the training was made by Mr. Alvarez and seconded by Mr. Perez. Unanimous approval by the Board members present.

11. Adjournment.
Motion to adjourn at 2:04 PM made by Mr. Perez and seconded by Mr. Alvarez. Unanimous approval by the Board members present.