



Cameron County Emergency Services District No. 1

Board of Emergency Services Commissioners Meeting Notice

Wednesday, October 27, 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, OCTOBER 27, 2021.**

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

Attendance: Arroyo City VFD Fire Chief John Whelan, Arroyo City PIO Yvonne Peck, Los Fresnos Fire Chief Gene Daniels, San Benito Fire Chief Efrain Bautista, San Benito Administrator Christina Sanchez, STEC Director Bill Aston.

Staff: Belinda Aguilar – ESD Coordinator, Tom Hushen – Emergency Management Coordinator (EMC), Juan Martinez – Fire Marshal.

Legal: Dylbia Vega, Daniel Lopez

MINUTES

1. Call Meeting to Order.

Meeting was called to order by Oscar Tapia CCESD President at 1:31 PM.

- a. Quorum
- b. Pledge of Allegiance

2. Public Comments (**Each individual has up to three minutes. Board members will not engage in any discussion**). *Yvonne Peck, Arroyo City Volunteer Fire Department PIO, discussed concerns over formulas and budget.*

3. Approval of Minutes

- a. September 29th, 2021, Regular Meeting Minutes
*Motion to approve made by Mr. Perez and seconded Mr. Alvarez.
Unanimous approval by the Board members present.*

4. Financial Report:

- a. Bank Statement (Revenues/Expenditures)
*Ms. Aguilar read the balance from the September 30th, 2021, bank statement, which was \$2,397,082.86, and the interest earned in August was \$298.56.
Ms. Aguilar stated she had reconciled the month of August.*
- b. Budget Amendments
Ms. Aguilar stated there was no Budget Amendments.
- c. Payment of Claims
Ms. Aguilar reported one payment to Academy Sports in the amount of \$129.89, one payment to Manny's Uniforms in the amount of 132.00, one payment to Exxon Mobile in the amount of

25.00, one payment to Hampton Inn Suites in the amount of \$705.81, one payment to Budget Rent A Car in the amount of \$764.89 and one payment to BEST BUY in the amount of \$1,765.97. Ms. Aguilar informed the Board all the 4th quarter and contract payments have been made. Motion to acknowledge the reports was made by Mr. Alvarez and seconded by Mr. Perez. Unanimous approval by the Board members present.

5. Reports:

- a. Coordinator's Report- Monthly Summary Report
Ms. Aguilar had no report.
- b. Emergency Services Consultant's Report- Emergency Management Assessment Report
Mr. Hushen informed the Board of upcoming vaccination clinics. Mr. Hushen reported the Office of Emergency Management will be receiving 265 pallets of Clorox 360. Cities and schools in need of Clorox 360 will need to submit a 213 form to the Emergency Management office.
- c. Fire Marshal's Report- Monthly Fire Inspections
Mr. Hushen reported the DA's office will be investigating an accidental fire call. Motion to approve was made by Mr. Perez and seconded by Mr. Alvarez. Unanimous approval by the Board members present.

6. Consideration and Approval of Travel Expense reimbursement for the Annual Texas Fire Marshal Conference held on November 1-5, 2021.

Ms. Aguilar reported to the Board their packets included the four attendees for the Annual Texas Fire Marshal conference to be held on November 1-5, 2021.

Mr. Tapia requested to table item until after Executive Session.

Motion to approve reimbursement for only those contracted by CCESD made by Mr. Perez and seconded by Mr. Alvarez.

Unanimous approval by the Board members present.

7. Consideration and Authorization to attend the SAFE-D Annual Conference to be held on February 17-19, 2022, at the Kalahari Resort Convention Center, Round Rock, Texas.

- A. Oscar Tapia, President
- B. Hector Cruz, Vice-President
- C. Eduardo Alvarez, Secretary
- D. Michael Perez, Treasurer
- E. Dylbia Vega, Civil Legal
- F. Belinda Aguilar, CCESD Coordinator
- G. Thomas Hushen, Emergency Services Consultant
- H. Juan Martinez, Fire Marshal

Ms. Aguilar stated their packets included information for the Safe-D Conference.

Ms. Aguilar inquired on who would be attending to make travel arrangements.

Mr. Tapia inquired if any Fire Chiefs would be attending the conference this year.

Ms. Vega stated she would not be attending the conference this year.

Mr. Hushen informed the Board Mr. Martinez and himself would not be attending the conference due to mass vaccination clinics.

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

Unanimous approval by the Board members present.

8. Consideration and Approval of the CCESD Board Regular Meetings for the November 2021, and December 2021, Holidays.

Mr. Tapia recommended having a Special meeting on November 17th, 2021, and to cancel the CCESD Regular meeting for December 29th, 2021.

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

Unanimous approval by the Board members present.

9. EXECUTIVE SESSION ITEMS:

A. Confer with Cameron County Emergency Services District Board Legal Counsel regarding legal issues with personnel issues, pursuant to V.T.C.A., Government Code, and Section 551.071(2).

B. Confer with Cameron County Emergency Services District Board Legal Counsel regarding issues with Provider Contracts, pursuant to V.T.C.A., Government Code Section 551.071 (2).
The Board Members entered Executive Session at 1:51 p.m. and closed Executive Session at 3:04 p.m.

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

Motion carried unanimously.

10. Action Relative to the Executive Session.

A. Possible Action

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

Motion to acknowledge report as discussed in executive session made by Mr. Alvarez and seconded by Mr. Perez.

B. Possible Action

Motion to acknowledge report as discussed in executive session made by Mr. Perez and seconded by Mr. Tapia. Harlingen Assistant Fire Chief, Mr. Eduardo Alvarez abstained.

Motion carried unanimously.

11. Adjournment.

Motion to adjourn at 3:07 PM made by Mr. Alvarez and seconded by Mr. Perez.

Unanimous approval by the Board members present.