



Cameron County Emergency Services District No. 1
Board of Emergency Services Commissioners Meeting Notice
Tuesday, May 3rd, 2022 – 10:00 A.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 OLD CAMERON COUNTY COURTHOUSE, IN THE COMMISSIONERS' COURTROOM, LOCATED ON THE 2ND FLOOR, 1100 E. MONROE STREET, IN BROWNSVILLE, TEXAS, AT 10:00 A.M. ON TUESDAY, MAY 3RD, 2022.**

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

Attendance: Los Fresnos Fire Chief Gene Daniels, Port Isabel Fire Marshal John Sandoval, Port Isabel City Manager Jared Hockema.

Staff: Belinda Aguilar – ESD Coordinator, – Tom Hushen, Juan Martinez – Fire Marshal.

Legal: Daniel N. Lopez

MINUTES

1. Swearing-in Ceremony for CCESD Board Members.
Reappointment of Oscar Tapia, sworn in by Judge Eddie Trevino.
Appointment of Rene Perez, sworn in by Judge Eddie Trevino.
2. Call Meeting to Order.
Meeting was called to order by Oscar Tapia CCESD President at 10:39 AM.
 - A. Quorum
Quorum was established with 3 CCESD Board members present.
 - B. Pledge of Allegiance
3. Public Comments (**Each individual has up to three minutes. Board members will not engage in any discussion**). *Mr. Gene Daniels requested the Board consider the possibility of a 50/50 split this coming budget between Fire and EMS. Mr. Daniels spoke of several fires outside of the county that were assisted by emergency management.*
4. Acknowledgement and acceptance of Resignation from the CCESD Board by Michael Perez.
Ms. Aguilar read former Board Member Michael Perez resignation email.
Motion to accept the resignation was made by Mr. Alvarez and seconded by Mr. Rene Perez
Unanimous approval by the Board members present.
5. 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. Rene Perez. Mr. Tapia accepted the Presidency. Motion carried unanimously.
 - B. Vice President

Mr. Rene Perez nominated Mr. Eduardo Alvarez for Vice President, seconded by Mr. Oscar Tapia. Mr. Alvarez accepted the Vice Presidency. Motion carried unanimously.

C. Secretary

Mr. Eduardo Alvarez nominated Mr. Rene Perez for Secretary, seconded by Mr. Oscar Tapia. Mr. Perez accepted the position. Motion carried unanimously.

D. Treasurer

Mr. Eduardo Alvarez nominated Mr. Hector Cruz as treasurer, seconded by Mr. Rene Perez. Motion carried unanimously.

E. Assistant Treasurer

Motion to table item E made by Mr. Rene Perez and seconded by Mr. Alvarez. Motion carried unanimously.

6. Approval of Minutes:

A. November 18th, 2021 Minutes

Motion to approve made by Mr. Rene Perez and seconded by Mr. Alvarez. Unanimous approval by the Board members present.

B. March 30th, 2022 Minutes

Motion to approve made by Mr. Rene Perez and seconded by Mr. Alvarez. Unanimous approval by the Board members present.

7. Financial Report:

A. Bank Statement (Revenues/Expenditures)

Ms. Aguilar read the balance from the March 31st, 2022 bank statement, which was \$4,005,425.06, and the interest earned in March was \$636.48. Ms. Aguilar stated she had reconciled the months of November, December, January, February, March and April.

B. Budget Amendments

Ms. Aguilar stated there was no Budget Amendments.

C. Payment of Claims

Ms. Aguilar stated the packet included all payment of claims for review.

Ms. Aguilar advised a request for reimbursement was made for one room at Kalahari resort.

Ms. Aguilar reported second quarter payments had been made.

Motion to acknowledge made by Mr. Rene Perez and seconded by Mr. Alvarez.

Unanimous approval by the Board Members present.

8. Reports:

A. Coordinator's Report- Monthly Summary Report

Ms. Aguilar advised she spoke with SAFE-D administration and requested to roll over the CCESD Board member registration fees for those who were unable to attend the Annual SAFE-D conference. Ms. Aguilar went over Board member hour requirements to be in compliance.

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

Mr. Hushen advised the Board of the upcoming May 20, Emergency Management meeting at TSC from 9 am -12 pm. On May 24, 6 am -7 pm, AARP we will be hosting an event at Brownsville event center for hurricane preparedness, all cities were invited to bring their best equipment.

C. Fire Marshal's Report - Monthly Fire Inspections

Mr. Martinez spoke of the 90-day burn ban. Mr. Martinez advised school inspections will be starting soon and no longer virtual. Motion to approve made by Mr. Alvarez and seconded by Mr. Rene Perez.

9. Consideration to approve auditing services from Burton McCumber & Longoria, LLP as part of the Cameron County Annual Audit for FY 2021.
Ms. Aguilar advised the Board the packets included the engagement letter requiring a signature in order to move forward with the annual auditing process.
Ms. Aguilar notified the Board of the Audit deadline.
Motion to approve made by Rene Perez and seconded by Eduardo Alvarez.
10. **EXECUTIVE SESSION ITEMS:**
A. Confer with Cameron County Emergency Services District Board Legal Counsel regarding legal issues with the Contract for Fire Services with the City of Santa Rosa, pursuant to V.T.C.A., Government Code, and Section 551.071(2).
Upon motion by Mr. Alvarez, seconded by Mr. Rene Perez, and carried unanimously, The Board entered into Executive Session at 11:03 a.m. Executive Session closed at 11:35 a.m.
11. Action Relative to the Executive Session.
A. Possible Action
Motion to return to open session made by Mr. Rene Perez and seconded by Mr. Alvarez.
Motion made to acknowledge report and proceed as discussed.
Motion made by Mr. Alvarez and seconded by Mr. Rene Perez.
Motion carried unanimously.
12. Adjournment.
Motion to adjourn at 11:36 a.m. made by Mr. Alvarez and seconded by Mr. Rene Perez.
Unanimous approval by the Board members present.