



Cameron County Emergency Services District No. 1

Board of Emergency Services Commissioners Meeting Notice

Wednesday, September 28, 2022 –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, SEPTEMBER 28, 2022.**

Quorum: Oscar Tapia, Eduardo Alvarez, Rene Perez, Beverly Meyn, Calixto Suarez

Attendance: Santa Rosa Yolanda Gonzalez, Brownsville Fire Sam Ortega, Santa Rosa Jesse Rodriguez, Los Fresno Fire Chief Gene Daniels, STEC Executive Assistant Melanie Machen, STEC Executive Director Bill Aston, San Benito Court Administrator Christina Sanchez, San Benito Fire Chief Efrain Bautista

Staff: Grecia Lucio –ESD Coordinator, Tom Hushen – ESD Consultant, Juan Martinez – Fire Marshal.

Legal: Daniel N. Lopez, Dylbia Vega

MINUTES

1. Call Meeting to Order.

Meeting was called to order by Oscar Tapia CCESD Board President at 1:35 PM.

a. Quorum

Quorum was established with 5 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**).

Yolanda Gonzalez, for the City of Santa Rosa addressed the CCESD Board and requested the reinstatement of the Santa Rosa's Fire Contract for the New FY 2022-2023.

Bill Aston, STEC Executive Director addressed the board to introduce Ms. Melanie Manchen STEC's Executive Assistant. Mr. Aston reported the completion of the Pilot Project funded by the Lexington Foundation the goal of the project is to keep patients at home and stop calling 911 and tying up resources. Lab test are being made at patients' residents, without patients having to be taken to doctor's appointments. The system is the size of a cell phone, and EMS is able to send lab results to doctors' offices, and emergency rooms. The goal is to have the equipment in all the ambulances and keep resources available.

3. Approval of Minutes

a. August 31, 2022 Regular Meeting Minutes

Motion to approve minutes made by Mr. Rene Perez and seconded by Mr. Eduardo Alvarez.

Unanimous approval by the Board members present.

4. Financial Report:

a. Bank Statement (Revenues/Expenditures)

Mrs. Grecia Lucio read the balance from the August 31, 2022 bank statement, which was \$2,389,265.61, total interest incurred for the month was \$2,301.71.

Mrs. Lucio stated that the month of August had been reconciled, and attached in the packet was the Tax Assessors total revues for the month.

b. Budget Amendments

Mrs. Grecia Lucio reported one budget amendment to increase line-item Cameron County Appraisal District from \$49,000 to \$52,400 and increase of \$3,400 and decrease line-item Travel & Training to \$1,490, a decrease of \$3,400.

Mrs. Lucio also requested a budget amendment correction from May 31, 2022, which was to increase budget line item Miscellaneous from \$4,000.00 to \$8,000, an increase of \$4,000 and decrease budget line-item Travel & Training to \$14,000, a decrease of \$4,000 to the corrected budget amendment to increase budget line-item Equipment and Supplies from \$4,000 to \$8,000, an increase of \$4,000.00 and decrease budget line-item Travel and Training to \$14,000.00, a decrease of \$4,000.00. Mrs. Lucio requested to back date the correction to May 31, 2022 for audit purposes.

Motion to approve budget amendments made by Mr. Perez and seconded by Mrs. Beverly Meyn. Unanimous approval by the Board members present.

c. Payment of Claims

Mrs. Grecia Lucio stated that included the boards agenda packet was a copy of the Payment of Claims. Mrs. Lucio reported the re-issuance of the TAC Liability check for FY 2021-2022, since check no. 2238 was never received by TAC. Mrs. Lucio also stated the stop payment fee from Lone Star National Bank of \$12.75. One Payment to AIM Media in the amount of \$1,937.04 for the newspaper Tax Rate Public Notice. Mrs. Grecia Lucio, reported the Blue Host payment of \$230 for the ESD website for the FY 2022-2023. One payment to BEST BUY in the amount of \$75.76. Mrs. Lucio also reported that all 4th quarterly checks for the FY 2021-2022 were ready for signature by the board and ready for disbursement amongst providers.

Motion to approve items A and C from the Financial Report made by Mr. Perez and seconded by Mrs. Beverly Meyn.

Unanimous approval by the Board members present.

5. Reports:

a. Coordinator's Report- Monthly Summary Report

Mrs. Grecia Lucio reported that Mrs. Meyn had addressed an uncleared check from August 31, 2020 from the QuickBooks reconciliation in the amount of \$2,784.38. Mrs. Lucio stated that it was an ACH Deposit from the Cameron County Tax Assessors Office, included in the board packet was the bank statement for September 2020 that reflects said deposit. The check transaction had been voided from QuickBooks.

Mrs. Lucio also reported that in the next few weeks the CCESD QuickBooks account will be updated to a newer version, and that ESD website was being worked on to update all contact information, board members, and any all financials.

b. Emergency Services Consultant's Report- Emergency Management Assessment Report

Mr. Hushen reported an error on fire runs for the new fiscal budget, La Feria and Harlingen responded to calls in the Santa Rosa zone, which Harlingen and La Feria will be reimbursed out of Santa Rosa allocated funds FY 2021-2022. Mr. Hushen reported having left those fire runs will affect the fire run call volume for the new FY budget.

Mr. Hushen also reported the lack of fire run reporting by service providers and addressed that providers will not receive their quarterly payments.

Mr. Hushen reported the last Hurricane Preparedness Meeting for the season on October 7th.

c. Fire Marshal's Report- Monthly Fire Inspections

Juan Martinez reported on the importance of proper personal protective equipment for all service providers. Mr. Martinez then stated that on October 4th the Cameron County Fire Marshal's Office and Emergency Management alongside the City of Brownsville Fire Department will kick off fire prevention week and the 100 year of fire prevention week at the Brownsville Sports Complex. He welcomed all providers to attend.

Mr. Martinez reported one structure fire in the county.

Motion to approve items A, B, and C for the Reports made by Mr. Alvarez and seconded by Mr. Perez.

Unanimous approval by the Board members presents

6. Consideration and possible approval of the FY 2022-2023 EMS Service Providers Contracts.

Motion to approve subject to legal made by Mr. Alvarez seconded by Mr. Suarez.

Motion carried; Mr. Perez abstain.

7. **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).

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

The Board Members entered into Executive Session at 2:08 p.m. and closed Executive Session at 2:55 p.m.

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

Motion carried unanimously.

8. Action Relative to the Executive Session.

a. Possible Action.

b. Possible Action.

Motion to return to open session made by Mr. Alvarez and seconded by Mrs. Meyn at 2:55 p.m.

Motion to acknowledge the reports and to proceed as discussed made by Mrs. Meyn seconded by Mr. Alvarez.

Motion to acknowledge the reports and to proceed as discussed made Mr. Alvarez seconded by Mr. Suarez. Motion carried unanimously.

9. Adjournment.

Motion to adjourn made by Mr. Perez, seconded by Mr. Alvarez at 2:56 p.m.

Motion carried unanimously.

Signed and posted on this ____ day of _____, 2022, at _____ a.m. /p.m., in Brownsville, Texas.

Oscar Tapia, Board President - Cameron County Emergency Services District No. 1