



Cameron County Emergency Services District No. 1

Board of Emergency Services Commissioners Meeting Notice

Tuesday, January 30th, 2024 – 1:30 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 (DANCY BUILDING 2ND FLOOR) 1100 E. MONROE ST., BROWNSVILLE TEXAS, AT 1:30 PM ON TUESDAY, JANUARY 30TH, 2024.

Quorum: Rene Perez, Beverly Meyn, Calixto Suarez

Oscar Tapia and Eduardo Alvarez absent.

Attendance: SPI Fire Chief – Jim Pigg, STEC Director Bill Aston, Los Fresnos Chief Gene Daniels, Arroyo City Fire Chief John Wheelan, CCECD Executive Director Joel Davila, CCECD GIS Technician Rafael Cruz, Rio Hondo Police William Bilukury, and Javier Rosales.

Staff: Grecia Lucio CCESD Coordinator and Thomas Hushen ESD Consultant, Fire Marshal Juan Martinez

Legal: Dylbia Vega, Daniel Lopez

MINUTES

1. Swearing-in Ceremony for CCESD Board Members by Cameron County Judge Eddie Trevino, Jr.
Rene Perez (2) year
Beverly Meyn (1) year
Calixto Suarez (1) year
*Motion to table Item 1. Made by Mrs. Meyn seconded by Mr. Suarez.
Motion carried.*
2. Call Meeting to Order.
 - A. Quorum
 - B. Pledge of Allegiance – United States of America and Texas*Board meeting was called to order by Mr. Rene Perez @ 2:09 p.m.
Quorum was established by and through the CCESD Board Members present; Rene Perez, Beverly Meyn, Calixto Suarez. Oscar Tapia and Eddie Alvarez absent.*
3. Public Comments (**Each individual has up to three minutes. Board members will not engage in any discussion**).
No Public Comments
4. Approval of Minutes:
 - A. December 6th, 2023 Special Meeting Minutes*Motion to approve minutes for December 6, 2023 was made by Mrs. Meyn and seconded by Mr. Suarez. Motion carried unanimously by the board members present.*
5. Financial Report:
 - A. Bank Statement (Revenues)
 - B. Payment of Claims*Presentation of Financial Reports and Payment of Claims was presented by Mrs. Grecia Lucio
The beginning balance as of December 1, 2023 was of \$4,093,228.42. A total of 20 Deposit/Credits in the amount of \$607,701.69. A total of 12 Withdrawals Checks/Debit in the amount of \$629,776.83. The ending balance on December 31st, 2023 was of \$4,078,036.41. Interest incurred for the month was \$6,873.13.*

Of said deposits, one was an over-the-counter deposit in the amount of \$4,082.86 for Late Rendition Penalty from the Tax Assessor's Office.

The reconciliation for the month of December was complete.

Total Revenues for the month of December from the Tax Assessor's Office were in the amount of \$654,428.19.

December marks the end of the first quarter for the fiscal year 23-24.

December expenses: Line-Item Supplies and Equipment for Rudy's Country in the amount \$828.11, Intuit Quick Books Online \$687.57.

First quarter checks to providers have been disbursed accordingly.

Motion to approve Financial Reports A, and B, made by Mr. Suarez, seconded by Mrs. Meyn.

Motion Carried.

6. Reports:

- A. Coordinator's Report- Monthly Summary Report
- B. Emergency Services Consultant's – Emergency Management Assessment Report
- C. Fire Marshal's Report

Item A. - Coordinators report was presented by Mrs. Grecia Lucio

Mrs. Lucio briefed the board on the Santa Rosa Volunteer Fire Department, all fire reports have been submitted on their end for the entire year 2023 and are currently being revised by Mr. Santiago Ramos Asst. Fire Marshal. Mrs. Lucio stated that all fiscal year 2023-2024 contracts had been received by providers for the exception of the City of Brownsville.

Item B. – No report.

Item C. Fire Marshal Report was presented by Juan Martinez CC Fire Marshal.

Mr. Martinez reported (2) fires. One on January 21st, 2024 which was an accidental fatal fire and on January 18, 2024 one arson fire in Lozano.

Motion to approve reports A., B., and C., made by Mrs. Meyn seconded by Mr. Suarez.

Motion carried.

7. Discussion and action on travel arrangement for the 2024 SAFE-D Conference to be held February 22-24, 2024 in Irving, Texas.

Mrs. Lucio stated that flight travel had already been approved in the last meeting, but that currently there was no purchases done for air fare for anyone attending the conference. Mrs. Lucio recommended that each board member book their flights, Ubers to and from and airport vehicle parking tickets and that all would be reimbursed through the ESD. Mrs. Lucio reported on meal per diem checks, stated that said amount is based on County travel policy and would be readily available by the end of the following week and or before travel.

Motion to approve travel recommendations and reimbursement by the ESD made by Mrs. Meyn seconded by Mr. Suarez. Motion carried.

8. EXECUTIVE SESSION ITEMS:

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

9. Action Relative to the Executive Session.

- A. Possible Action

Motion to Table Item 8., and 9. Made by Mrs. Meyn seconded by Mr. Suarez.

Motion carried.

10. Adjournment.

Motion to adjourn made by Mrs. Meyn seconded by Mr. Suarez.

Motion carried.

Signed and posted on this ___day of _____, 2024, at ___a.m. /p.m., in Brownsville, Texas.

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