



## Cameron County Emergency Services District No. 1

### Board of Emergency Services Commissioners Meeting Notice

Wednesday, March 27th, 2024 – 1:30 P.M. Regular Meeting

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 EOC MEETING ROOM LOCATED ON THE 2<sup>ND</sup> FLOOR, 964 E. HARRISON STREET, IN BROWNSVILLE, TEXAS, AT 1:30 P.M. ON WEDNESDAY, MARCH 27TH, 2024.

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

Staff: Grecia Lucio –ESD Coordinator, ESD Consultant – Tom Hushen

Legal: Daniel N. Lopez, Dylbia Vega

Attendance: Los Fresnos Fire Chief Gene Daniels, STEC Director Bill Aston, Brownsville Fire Chief Jarrett Sheldon, Arroyo City Fire Chief John Whelan, South Padre Island Fire Chief Jimm Pigg, San Benito Fire Chief Efrain Baustista, P.I. John Sandoval

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### MINUTES

1. Call Meeting to Order.
  - A. Quorum
  - B. Pledges of Allegiance – United States of America and Texas

*Meeting was called to order by Mr. Oscar Tapia at 1:31 p.m.*  
*Quorum was established by four members present.*  
*Calixto Suarez, absent.*
2. Public Comments (**Each individual has up to three minutes. Board members will not engage in any discussion**).

*No Public Comments.*
3. Approval of Minutes:
  - A. February 28th, 2024 Regular Meeting Minutes

*Motion to approve the minutes for February 28<sup>th</sup>, 2024 Regular Meeting minutes made by Mr. Perez, seconded by Mr. Alvarez. Motion carried unanimously.*
4. Monthly Financial Report:
  - A. Presentation of February Bank Statement (Revenues)
  - B. Presentation of February Payment of Claims

*Presentation of bank statement, revenues and payment of claims made by Mrs. Lucio, As of February 1<sup>st</sup>, 2024 the beginning balance was of \$4,080,557.01, a total of 22 deposit/ credits in the amount of \$520,290.58, a total of 32 check/debit in the amount of \$22,704.24, total interest incurred for the month in the amount of \$6,958.05. Ending balance as of February 29, 2024 was in the amount of \$4,585,101.40.*

*Mrs. Lucio stated that there were two reimbursements in the amount \$411.70 totaling the amount of \$823.40 from the Westin Hotel for the SAFE-D Conference room reservation for those members who were unable to attend.*

*Mrs. Lucio also stated that there was one over the counter deposit made in March 7<sup>th</sup> 2024 for Mr. Alvarez's meal per diem in the amount \$112.50. Deposit slip included in the packet and will reflect in the March bank statement.*

*Total revenue for the month of February 2024 was in the amount of \$466,759.34. Current collection rate for the fiscal year was at 88.554% of 99.9%. The reconciliation for the month of February was complete and included in the packet.*

*Payment of Claims report was presented by Mrs. Lucio.*

*Mrs. Lucio stated that she placed a corrected payment of claims form for their review.*

*Payment of Claims expenses under line-item Travel and Training; One expense for the amount for the Fire Marshal Conference reimbursement in the amount \$2,450.25, and all expenses for the SAFE- D 2024 conference. Line item SAFE-D Membership in the amount \$1,100.00 paid on February 20, 2024 online. Line-Item Supplies and Equipment for a floral arrangement in the amount of \$107.00, USPS expense of \$12.06, and HEB expense in the amount of \$31.86.*

*Total claims to February 29, 2024 in the amount of \$950,635.73, budget balance for the fiscal year \$3,719,614.85.*

*End of report for payment of claims.*

*Motion made to approve financial reports A., and B., made by Mr. Alvarez, seconded by Mrs. Meyn. Motion carried.*

**5. Presentation of Monthly Action Reports:**

A. Coordinator's Report- Monthly Summary Report

B. Emergency Services Consultant's – Monthly Assessment Report

C. Monthly Fire Marshal Update

*Coordinator Report was presented by Mrs. Lucio.*

*Mrs. Lucio announced that on next weeks meeting the CCESD No.1 Board members will attend a tour of the Space X facilities. Board members will meet at the CCEOC and will travel to in (2) units to Space X, followed by the Regular Monthly ESD Meeting at 1:30 p.m.*

*Mrs. Lucio reported that all fire and EMS reports have been revised and turned in on a timely manner, and all 2<sup>nd</sup> quarter checks had been disbursed accordingly. End of report.*

*ESD Consultant's and Fire Marshal report was presented by Mr. Hushen.*

*Mr. Hushen reported that it had been overlooked to inform dispatch that Santa Rosa was under contract with the Emergency Services District No.1 for the current fiscal year 23-24, therefor dispatch had been contacting both Harlingen Fire and La Feria Fire to respond at the Santa Rosa area under mutual aid. Mr. Hushen reported that he had made contact with dispatch to address said situation. Santa Rosa VFD will continue to respond to its responding coverage area under the ESD No.1 contract and Harlingen and La Feria will only be contacted for mutual aid should it arise.*

*For the Fire Marshal report Mr. Hushen reported that during the Board Space X tour they will tour a large building that is almost complete. Lastly, Mr. Hushen reported that since last given direction by the CCESD Board, he had met with the Fire Chiefs Association and they had come up with an Industrial Port Fund instead of a Port Fund. Said Industrial Fund would be available to all county fire responding entities for extended fires that may take up to several days to be put out. Mr. Hushen also reported that they will be meeting with the Cameron County Appraisal District and the Port of Brownsville for the possibility of requesting additional funds for the Industrial Port Fund. Mr. Hushen then reported on approaching Space X for the possibility of stationing a Brownsville ambulance in order for Brownsville to conduct all transfers since Space X is not a license provider and cannot do transfers. Mr. Hushen also stated there has been discussions for the possibility of a helicopter in the region to include Hidalgo and Willacy counties and a potential sales tax revenue to cover said expenses. Mr. Hushen stated that during the Fire Chief Meeting, Mr. Walter Shumacher with American Honey Bee Protection a non-profit*

*organization gave a presentation regarding bees and how said organization may be called out to said location to remove the bees. Mr. Shumacher may be contacted (512) 914-012; estimated arrival time of one hour at no expense to anyone and/or the responding entity.*

*End of report.*

*Motion to approve monthly action reports A., B., and C made by Mrs. Meyn seconded by Mr. Alvarez. Motion carried.*

**6. 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).

*Motion to table item 6 and 7 made by Mr. Alvarez seconded by Mrs. Meyn.*

**7. Action Relative to the Executive Session.**

- A. Possible Action

**8. Adjournment.**

*Motion to adjourn made by Perez seconded by Mr. Alvarez at 1:48 p.m.*

Signed and posted on this \_\_\_\_ day of \_\_\_\_ 2024, at \_\_\_\_\_ a.m./ p.m., in Brownsville, Texas.

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