



Cameron County Emergency Services District No. 1

Board of Emergency Services Commissioners Meeting Notice

Wednesday, January 29th, 2025 – 1:30 P.M. Regular 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 THEEOC MEETING ROOM LOCATED ON THE 2ND FLOOR, 964 E. HARRISON STREET, IN BROWNSVILLE, TEXAS, AT 1:30 P.M. ON WEDNESDAY, JANUARY 29TH, 2025.

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

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

Legal: Daniel N. Lopez, Myles Garza

Attendance: Los Fresnos Fire Chief Gene Daniels, STEC Director Bill Aston, Brownsville Fire Chief Jarret Sheldon, Arroyo City Fire Chief John Wheelan, CCECD Rafael Cruz and Jose Davila

MEETING MINUTES

1. Swearing-in Ceremony for CCESD Board Members.

Oscar Tapia (2) years

Eduardo Alvarez (2) years

Beverly Meyn (1) year

Calixto Suarez (1) year

Swear-in Ceremony was conducted by Mrs. Grecia Lucio CCESD Coordinator and Public Notary for the State of Texas for the re-appointment of Mr. Eduardo Alvarez, Mrs. Beverly Meyn and Mr. Calixto Suarez at 1:30 p.m. Mr. Oscar Tapia was absent.

2. Presentation Honoring and Recognizing Harlingen Assistant Fire Chief Eduardo Alvarez on his achievements and outstanding years of service.

Assistant Fire Chief Eduardo Alvarez

Employee # 1766

Hire Date January 18, 1988

Promoted to Driver October 12, 1990

Promoted to Lieutenant October 1, 1993

Promoted to Captain January 28, 2004

Appointed Assistant Fire Chief June 27, 2018

Appointed Interim Fire Chief September 16, 2020

During his tenure, Chief Alvarez acquired and maintained ARFF Certification,

ECA Certification, Advanced Fire Fighter Certification, and Fire Instructor Certification.

Assistant Fire Chief Eduardo Alvarez served the citizens of the City of Harlingen and the surrounding community for 37 years and officially retired from the Harlingen Fire Department effective January 18, 2025.

3. Call Meeting to Order.

A. Quorum

B. Pledge of Allegiance – United States of America and Texas

Meeting was called to order by Mr. Eduardo Alvarez at 1:33 p.m.

Quorum was established by four members present. Mr. Oscar Tapia was absent.

4. Public Comments (Each individual has up to three minutes. Board members will not engage in any discussion).

No Public Comments.

5. Discussion and possible action on the election of the CCESD Board Officers.

- A. President
- B. Vice President
- C. Secretary
- D. Assistant Treasurer

Motion to keep the existing elected titles for the CCESD Board Members made by Mr. Suarez, seconded by Perez. Motion carried unanimously.

President – Oscar Tapia

Vice President – Eduardo Alvarez

Secretary – Beverly Meyn

Assistant Treasurer – Calixto Suarez

6. Approval of Minutes:

- A. December 4th, 2024 Special Meeting Minutes

Motion to approve the December 4th, 2024 Special Meeting Minutes made by Mr. Perez, seconded by Mrs. Meyn. Motion carried unanimously.

7. Presentation of Financial Report:

- A. Bank Statement December 2024 (Revenues)
- B. Payment of Claims

Presentation of bank statement, revenues and payment of claims was presented by Mrs. Lucio.

Mrs. Lucio stated that she had reported at last month's meeting the November statement. She then stated that she can again report for said month, the board recommended to proceed and report the month of December only.

As of December 1, 2024 the beginning balance was of \$4,105,058.18 a total of 19 deposit/ credits in the amount of \$521,460.60, a total of 19 check/debit in the amount of \$374,638.09, total interest incurred for the month in the amount of \$6,981.39. Ending balance as of December 31, 2024 was in the amount of \$4,258,862.08. Total revenue for the month of December was in the amount of \$545,759.34. The reconciliation for the month was complete.

Mrs. Lucio reported on the December payment of claims; she stated that most 1st quarter payments had been issued. Under line-item Travel and Training an expense for the Ruby Hotel in the amount of \$2,637.65 final payment for members attending the SAFE-D conference and SAFE-D Registration fee of \$2,065.00. Line-item Supplies and Equipment expenses; Intuit QuickBooks \$748.33 yearly subscription, Delias Tamales \$111.06 provider luncheon, Family Dollar \$22.68 beverages for provider luncheon. Mrs. Lucio stated that there was one over the counter withdrawal of \$120.00 for board member patches for J. Maya Design. End of report.

Motion to approve financial reports A., and B., was made by Mr. Perez seconded by Mr. Suarez. Motion carried unanimously.

8. Presentation of Action Reports:

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

Mrs. Lucio presented the Coordinators Report.

She stated that all SAFE-D registration and hotel reservations had been complete. Mrs. Lucio addressed everyone present that there was yet to receive several provider contracts, hence why not all 1st quarter payments had been issued. She stated that several providers had been delayed on their reporting but addressed and encouraged providers to continue with on time reporting to avoid payment delays. Mrs. Lucio also mentioned that new equipment forms were going to be sent out to providers so that they may update their profile information and so that the office of Emergency Management may have their equipment registered via Web EOC. End of report.

Mr. Hushen presented both the Consultant and Fire Marshal Report.

Mr. Hushen formally thanked Chief Gene Daniels for facilitating the County's Dog Vaccination clinic that was held at the Los Fresnos Fire Station. He stated that there gave over 500 vaccines. Said event was open to the public. Mr. Hushen then stated that LNG continues with their ongoing construction and that in said time the CCESD Board may attend an in-person tour of their facility and surrounding areas. Mr. Hushen reported on the Fire Marshal report; he stated that several fire departments specifically those in smaller cities were taking longer times to arrive at scene. He recommended to all providers to reach out so that we may proceed to find a solution, should it be a lack of equipment, man power or anything else. He stated that the wellbeing of constituents are the county's main priority. End of report.

Motion to acknowledge reports A., B., and C., made Mr. Perez, seconded by Mrs. Meyn. Motion carried unanimously.

9. Discussion of the 2025 SAFE-D Conference to be held February 5-8, 2025 in Irving, Texas.
Mrs. Lucio stated that Mr. Juan Martinez was unable to attend the SAFE-D Conference leaving (1) vacant spot. Mr. Tapia addresses everyone present and encouraged anyone from our providers to attend the conference. Mr. Charlie Wood Director for Port Isabel EMS volunteered. The board approved for Mr. Wood to attend the SAFE-D Conference in place of Mr. Martinez. Mrs. Lucio stated that she would proceed with registration and hotel name changes after the meeting.

Board acknowledged report and proceeds.

10. 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).
- B. Confer with Cameron County Emergency Services District Board Legal Counsel regarding interpretation and application of Tex. Health & Safety Code § 775.051 – Expansion of District Territory, pursuant to V.T.C.A., Government Code Section 551.071 (2).
- C. Confer with Cameron County Emergency Services District Board Legal Counsel regarding interpretation and application of Tex. Health & Safety Code § 775.022 – Removal of Territory by Municipality, pursuant to V.T.C.A., Government Code Section 551.071 (2).

Motion to enter executive session made by Mr. Perez, seconded by Mrs. Meyn at 1:45 p.m. motion carried unanimously.

Motion to exit executive session made by Mr. Perez, seconded by Mrs. Meyn at 2:12 p.m. motion carried unanimously.

11. Action Relative to the Executive Session.

A. Possible Action

Mr. Perez abstained. Motion to acknowledge report and proceed as discussed made by Mrs. Meyn seconded by Mr. Suarez.

B. Possible Action

Motion to acknowledge report and proceed as discussed made by Mr. Perez seconded by Mr. Suarez.

C. Possible Action

Motion to acknowledge report and proceed as discussed made by Mr. Perez seconded by Mr. Meyn.

12. Adjournment.

Motion to Adjourn at 2:14 made by Mrs. Meyn seconded by Mr. Perez. Motion carried unanimously.

Signed and posted on this __day of _____ 2025, at ____a.m. /p.m., in Brownsville, Texas.

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