



Cameron County Emergency Services District No. 1
Board of Emergency Services Commissioners Meeting Notice
Wednesday, October 29, 2025 –1:30 P.M. Regular Meeting

IN COMPLIANCE WITH THE PROVISIONS OF CHAPTER 551, TEXAS GOVERNMENT CODE, 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 EOC MEETING ROOM LOCATED ON THE 2ND FLOOR, 964 E. HARRISON STREET, IN BROWNSVILLE, TEXAS, AT 1:30 P.M. ON TUESDAY, OCTOBER 29, 2024.**

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

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 Gabriel Garza, Arroyo City Fire Chief John Wheelan, Rio Hondo Asst. Fire Chief Arnold Sanchez, SPI Fire Chief Jimm Pigg

MEETING MINUTES

1. Call Meeting to Order.
 - A. Quorum
 - B. Pledge of Allegiance- United State of America and Texas

Meeting was called to order by Mr. Oscar Tapia at 1:32 p.m.
Quorum was established by members present.
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. September 24, 2025, Regular Meeting Minutes

Motion to approve the Meeting Minutes for the September 24, 2025, meeting made by Mr. Perez, seconded by Mr. Alavarez Motion carried.
4. Presentation on Financial Reports:
 - A. September Bank Statement (Revenues/Expenditures)
 - B. Payment of Claims

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

As of September 1, 2025, the beginning balance was \$2,736,017.86, a total of 23 deposit/credits in the amount of \$38,760.01, a total of 18 check/debit in the amount of \$481,573.18, total interest incurred for the month in the amount of \$8,824.4. Ending balance as of September 30, 2025, was in the amount of \$2,302,029.15

Total revenue for the month of September 2025 was in the amount of \$33,627.38. Total revenue to date was in the amount of 4,721,739.79. Mrs. Lucio stated that the reconciliation for the month of September was complete.

Mrs. Lucio reported that the ESD account received the Amazon reimbursement for the television that was previously purchased but arrived broken. Total reimbursed was in the amount of \$1,621.59.

Presentation of Payment of Claims was presented by Grecia Lucio.

Several expenses under Supplies and Equipment; Walmart -\$972.09 TV for ESD Meeting Room, Longhorn Steakhouse Board Meeting lunch \$125.20, ESD Website Bluehost \$370.14 and website plugging \$69.00, Sams Club \$29.46 for meeting snacks.

Mrs. Lucio reported that all quarterly payments were disbursed accordingly.

5. Presentation of Action Reports:

- A. Presentation of the 2024 Cameron County Emergency Services District No.1 Audit Report by Burton McCumber & Longoria, LLP
- B. Coordinator's Report- Monthly Summary Report
- C. Emergency Services Consultant's Report- Emergency Management Assessment Report
- D. Fire Marshal's Report

Presentation of the 2024 CCESD Audit was presented to Mr. Jose Diaz internal auditor for BML.

Mr. Diaz stated that the 2024 audit was complete, there was no fraud or any other misrepresentations found in the audit and/or disagreements with management. He stated that there was no finding during the audit and everything being requested from the CCESD Coordinator was provided in a timely manner.

Coordinator's report was presented by Mrs. Lucio

Mrs. Lucio had several announcements. She stated that internally she was cleaning and wrapping up fiscal year 2024- 2025 and getting ready for the new fiscal year 2025- 2026. She stated that all contracts had already been disbursed to our FIRE and EMS providers by our legal team, some were already returned and pending final signatures.

Mrs. Lucio had an end-of-year 2024-2025 presentation for the board end everyone present.

Total above the budget revenue was \$3,318.04

Total interest earned \$92,581.64

Total unused balance \$19,979.79

Available funds for the end of the year \$115,879.47

Reserve funds \$1.4M.

ESD Consultant and Fire Marshal Report presented by Thomas Hushen.

Mr. Hushen reported on the County Fire Alarm installation scheduled for November 8, 2025, noting that everyone is welcome to attend. He stated that a total of 800 installations have been completed to date.

He also reported that OEM has participated in several National Night Out events and is scheduled to attend additional ones in the coming weeks. Mr. Hushen further provided an update on radio communications and the transition to encrypted channels for the smaller cities. In addition, he reported on a drill scheduled for November 12 involving EMS and hospital transports, noting that the purpose of the drill is to activate Pulsara for emergency response teams. The EOC will be activated for this exercise.

Mrs. Hushen added that due to recent ESD map changes, meetings will be scheduled with the Sheriff's Office dispatch center to review these updates and ensure appropriate agencies are dispatched accordingly.

Motion to acknowledge report made by Mr. Alvarez second by Mrs. Meyn. Motion carried.

6. Discussion and update on Special Event Fund.

Mr. Hushen reported that Los Fresnos Fire Chief Gene Daniels and Brownsville Fire Chief Jarrett Sheldon are scheduled to meet with the Port of Brownsville and LNG to discuss the possibility of getting funds for special events.

Mrs. Lucio reiterated from the previous meeting that no revenue from the ESD will be utilized to help compensate for any special event funds. Special event funds will come strictly from industrial corporations and will be in a separate account from regular ESD revenues.

Legal Counsel, Mr. Lopez, stated that a written document will be prepared outlining how the funds may be utilized to avoid any confusion or disagreements.

Mr. Hushen stated that if additional funds are received, they will be distributed based on overall call volume and allocated collectively, rather than designated for any specific area.

No action needed.

7. Discussion and action on the CCESD Board Meetings for November 2025 and December 2025 and the Provider Luncheon.

Motion to cancel the regularly scheduled meetings of November and December and to have them jointly held on Wednesday, December 3, 2025 made by Mr. Perez seconded by Mrs. Meyn. Motion carried.

8. EXECUTIVE SESSION ITEMS:

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

Motion to enter Executive Session at 2:22 made by Mr. Alvarez seconded by Mr. Perez.

9. Action Relative to the Executive Session.

- A. Possible Action

Motion to acknowledge report made by Mrs. Meyn seconded by Mr. Alvarez.

10. Adjournment.

Motion to adjourn at 2:51 p.m. made by Mr. Alvarez seconded by Mr. Perez.

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