

Minutes of the February 26, 2015 Commissioners Meeting

1. Meeting was called to order at 6:35P.M.
2. Pledge of allegiance was recited.
3. Quorum present: Commissioners Shoppach, Sanchez, Gelasco, Bonneau. Commissioner McLellan was not in attendance. Also present Attorney Richard Contreras.
4. Presentations: Cris Marin and Collette Maes from American Patriots at Mountain Shadow Lake made a presentation. Mr. Marin is meeting with Chief Menendez and Fire Marshal Guillen to discuss fees and then make a presentation to the board for possible fee waivers or reductions. The hope is to make the lake into a wounded warrior retreat as well as potentially opening up to the public. They will have events on holidays and the money will go towards operational cost and purchase of the property and eventually for wounded warrior programs. All of the staff is volunteers at this time. BOC members asked some clarification questions of Mr. Marin and more information will be provided to the BOC after the site meeting by Chief Menendez and Fire Marshal Guillen. Comptroller Ames read the Building repair report as prepared by Administrator Larson.
5. Minutes of last meeting were reviewed.
6. Financial report: reviewed
7. Comptroller Ames spoke about negative for insurance but the ESD will be getting an insurance grant to cover this amount. Also next month money will have to be reallocated to the Payroll Expense account to cover the increased expense due to Payroll taxes now being paid for the Firefighter Stipend program. Also future building repairs should be paid out of the Station Construction account as the repairs are warranty issues and we did not receive a warranty from Blair Hall.
8. Accounts payable approved.
9. No expenditures to discuss. Motion made by Commissioner Shoppach to accept consent agenda. Motion seconded by Commissioner Sanchez. Motion carried unanimously.
10. Chief Menendez reported 462 calls for this year. The Stipend amount for January was \$17,855. 4 Firefighters were over their hours for the month but no policy has been adopted to regulate this amount as stated by Chief Menendez. For the month of March the max hours of 120 will be observed. The radio guy has come out to convert the radios to the digital signal and there will be a need for a few more items purchased for this change over. 3 new Firefighters were hired this month to increase the rooster to a total of 47 Firefighters. There have also been several community presentations this month which is good PR for the Department. Also R-403 is going into the shop again; the Chief will make a presentation next month about potentially replacing that vehicle. Motion to accept Chief's report made by Commissioner Bonneau and seconded by Commissioner Shoppach. Motion carried unanimously.

11. Fire Marshal reported that 34 permits were issued for this month. He attended the presentation for the Colonia de Revolution for the new water service. FM spoke about new businesses that have just recently opened. In light of the recent House fire in our district Fire Marshal Guillen will be working with the county to initiate a Building Condemnation policy. Motion to accept Fire Marshal's report made by Commissioner Shoppach and seconded by Commissioner Bonneau. Motion carried unanimously.
12. No EMS report. Motion to delete made by Commissioner Bonneau and seconded by Commissioner Shoppach. Item deleted.
13. Items 13 & 19 were reviewed and discussed together. Mr. Contreras made a presentation to the BOC on this item. Mr Contreras stated that the BOC had approved the job descriptions for the Tami, Katherine, and Ron already but now we are discussing the addition of a paid Fire Chief. He is putting together a job description for the fire Chief to be presented next month. There will also be policies and an orientation for the Firefighters participating in the stipend program because they are "employees" of the ESD. Due to the fact that they are ESD employees they will only be allowed to work a set number of hours per month. It will be Administrator Larson's responsibility to monitor the number of shifts and hours each person works. The number of shifts each person can work is 10 shifts with a maximum of 120 hours per month. There was much discussion about the maximum hours and scenarios in which FF could potentially work over these hours. Mr. Contreras proposed that the Fire Dept. utilize their "4th man" on the shifts to fill in when other Fire Fighters have worked their max hours. The Chief stated that the fourth man is someone who has not had much training and needs more training before being able to work as 3rd man for the safety of the crew. These policies do need to be shared and monitored by the ESD. The ESD will make the policies and how the Firefighter is paid because the ESD in reality is the employer. Commissioner Shoppach asked Chief Menendez to provide all of the current Fire Dept. policies to help with this process. Mr. Contreras also stated that Administrator Larson will be sending e-mails to the commissioners updating them of day to day decisions that have been made. Motion to table both items made by Commissioner Shoppach and seconded by Commissioner Sanchez. Item tabled.
14. Items 14 & 15 were reviewed and discussed together. The ESD was going to contract with the Fire Dept. because they were going to provide and manage the Fire Fighters but now that the ESD is employing and paying the Firefighters then there is no need for the ESD to have a contract with the Fire Department. The ESD is also looking to hire a Fire Chief therefore no contract with the volunteer Fire Chief is not necessary. Motion to delete both items made by Commissioner Shoppach and seconded by Commissioner Gelasco. Item deleted.
15. Combined with item 14.
16. There has been a request from Hudspeth County to have a Mutual Aid Agreement with the ESD. This has come about because the Jobe plant borders Hudspeth and El Paso county and they would like for us to respond to their

plant because we are much closer to them as reported by Chief Menendez. Mr. Contreras stated that he is not recommending this mutual aid agreement because of the cost to our department. It was requested that Administrator Larson call the contact person from Jobe to discuss their issues and the potential for an agreement with their company. Motion to table made by Commissioner Shoppach and seconded by Commissioner Bonneau. Item tabled.

17. Item 17 & 21 were reviewed and discussed together. Richard spoke to Blair Hall and they want to negotiate the final payment. There will be a meeting in March between BRW, ESD representatives and Blair Hall to have a discussion about the final payment. At the next meeting a report will be given to discuss the results of the meeting. Motion made to table both items by Commissioner Shoppach and seconded by Commissioner Sanchez. Items were tabled.
18. Mr. Contreras still has not been able to make contact with the land developers in conjunction with the land donation. Motion to delete made by Commissioner Bonneau and seconded by Commissioner Sanchez. Item deleted.
19. This item was combined with item 13.
20. This item was moved up and discussed before items 12 in the agenda. Rene Pena presented the independent audit report. He reviewed the highlights of audit and the Commissioners asked a few questions. This is an unqualified Audit which means a clean opinion and no issues with our financials. Motion made to accept the audit as presented by Commissioner Bonneau and seconded by Commissioner Gelasco. Motion carries.
21. This item was combined with item 17.
22. Chief Menendez recommended that 4 radios be surplus due to not being compatible with digital system. It was recommended that these radios be traded in for a credit for the future purchase of a digital compatible radio. Motion made to surplus these radios by Commissioner Bonneau and seconded by Commissioner Sanchez. Motion carries.
23. Motion to delete proposed changes to the web site made by Commissioner Gelasco and seconded by Commissioner Shoppach. Item deleted.
24. Motion to table discussion on FDIC Conference made by Commissioner Bonneau and seconded by Commissioner Sanchez. Item Tabled.
25. Captain Ames is requesting an open PO for Life Assist for \$8,000 in order to purchase medical supplies as needed. Motion made to approve by Commissioner Shoppach and seconded by Commissioner Bonneau. Motion passes unanimously.
26. The Educational reimbursement policy was reviewed by Comptroller Ames along with the expenses submitted by the 2 Firefighters requesting reimbursement. It was recommended that the policy be revisited in a future meeting for revisions. In accordance with the current policy the 2 Firefighters cannot be reimbursed at this time. Motion to table made by Commissioner Bonneau and seconded by Commissioner Gelasco. Item tabled.
27. The Heavy Rescue will be ready for final inspection on March 18th. The Chief is asking that the ESD provide per diem for himself and Captain Gonzales for the trip. They will be leaving the 18th and returning the 21st. Motion to pay

these 2 individuals per diem was made by Commissioner Bonneau and seconded by Commissioner Sanchez. Motion carries.

28. Motion to delete training made by Commissioner Gelasco and seconded by Commissioner Bonneau. Item tabled.

Board retired into executive session at 9:07pm.

Board returned from executive session at 9:30pm.

29. No Action taken
30. Motion to delete item made by Commissioner Shoppach and seconded by Commissioner Bonneau. Item deleted.
31. No presentations for the Good of the District.
32. Next regular meeting will be March 26, 2015 at 6:30 pm
33. Motion to adjourn made by Commissioner Shoppach. Meeting adjourned at 9:40 P.M.