

***NOTICE OF THE REGULAR MEETING  
OF THE  
EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO.1***

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**The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation for interpretive services must be made 48 hours prior to this meeting. Please contact the District's offices at (915)852-3204 for further information.**

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**NOTICE IS HEREBY GIVEN THAT THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 1 WILL BE HELD ON THURSDAY THE 28TH DAY OF MARCH, 2019 AT 6:30 P.M., AT THE HORIZON CITY FIRE DEPARTMENT OFFICES, 14151 NUNDA AVE., HORIZON CITY, TEXAS, AT WHICH TIME THE FOLLOWING WILL BE DISCUSSED:**

1. Call to order
2. Establishment of Quorum
3. Pledge of allegiance.
4. Presentations:
5. Discussion and take action on Board officer elections.
6. Review and approve minutes of February 2019 meeting.
7. Discussion and take action on 2017-2018 audit. (Rene Pena)
8. Review and approve communications report. (Yepez)
9. Review and approve Chief's report. (Menendez)
10. Review and approve Fire Marshal's report. (Guillen)
11. Review and accept ESD Administrators report. Larson)
  - Records retention for web site
  - CAD meeting
  - VFIS meeting-workman's comp, truck repair

12. Discussion and take action on surplus server. (Larson)
13. Discussion and take action on replotting of land at station #1 and training land. (Larson)
14. Discussion and take action on Station #2. (Larson/Menendez)
15. Discussion and take action on El Paso Parking Lot Striping. (Larson)
16. Discussion and take action on all legal representative at all meetings. (Keys)
17. Discussion and take action on Cascade system. (K. Menendez/ D. Ames)
18. Discussion and take action in IT services for new station, (phones, keys, cameras and internet). (K. Ames)
19. Discussion and take action on accepting ESD employee job descriptions. (Berumen/Koester)
20. Discussion and clarification of the use of PTO hours by ESD employees for non-ESD related committees in relation to job description. (Berumen)
21. Discussion and take action on a new SOP for the process of handling complaints and/or unprofessional conduct against ESD employees. (Berumen)
22. Discussion and take action on conflict of interest disclosure form. (Keys)

## EXECUTIVE SESSION

The Board of Commissioners will retire into Executive Session pursuant to Section 551.071-551.076 of the *Texas Government Code* to discuss the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Board may move to Executive Session any of the items on this agenda, consistent with the Texas Open Meetings Act.

Section 551.071 Consultation with Attorney  
Section 551.072 Deliberation regarding real property  
Section 551.073 Deliberation regarding prospective gift  
Section 551.074 Personnel matters  
Section 551.076 Security matters

The Board of Commissioners will take action on the following after returning from Executive Session

- 23. For the Good of the District.
- 24. Set date and time for next meeting in April.
- 25. Adjourn

By: \_\_\_\_\_  
Ron Larson  
Administrator  
El Paso County ESD #1

I, the undersigned authority, hereby certify that the above notice of the meeting of the Board of Commissioners of El Paso County Emergency Services District No. 1 is a correct copy of the notice that I posted and I did post this notice at least seventy-two (72) hours preceding the scheduled meeting at the Horizon City Fire Department, 14151 Nunda Ave., Horizon City, Texas, 79928.

**DATED THIS 25th DAY OF MARCH, 2019**

By: \_\_\_\_\_  
**Ron Larson**  
**Administrator**  
**El Paso County ESD #1**

Agenda posted: \_\_\_\_\_ at \_\_:\_\_, \_\_.m.

Removed: \_\_\_\_\_ Time: \_\_\_\_\_ By: \_\_\_\_\_