

Minutes of the November 19, 2020 Commissioners Meeting

1. **Call to order:** Meeting called to order at 6:30pm
2. **Establishment of a quorum:** Commissioners present in building: Commissioner Mayberry, Commissioner Rankins and Commissioner Anaya. Commissioner present virtually: Commissioner Berumen.
3. **Pledge of Allegiance:** The Pledge was recited.
4. **Presentations:** None
5. **Review and approve minutes of October 2020 meeting:** Motion to approve minutes as presented made by Commissioner Rankins and seconded by Commissioner Anaya. Motion carries.
6. **Review and approve communications report on monthly calls as reported by Horizon City dispatch:** Report was given by Elva Ramos.
 - Call numbers reported consist of the following: Alarm – 29, Assistance – 10, Brush Fire – 16, Car Fire – 3, Leaks – 15, Medical – 231, MVA – 30, Structure Fire – 2, Inspections – 76. COVID – Confirmed – 61, PCP - 33
 - **Structure Fires**
 - **13829 Hollywood**
 - Dispatch received in call in reference to an electrical outlet smoking at 15:43.
 - Horizon, Montana Vista, and Socorro Fire Departments responded.
 - P403 first unit enroute at 15:46.
 - P403 first on scene at 15:50.
 - Additional responding departments were requested to stand down.
 - The call was cleared at 16:08.
 - **Colina de Oro/Ingram**
 - Dispatch received a call in reference to smoke and flames on the roof of a residence at 14:45.
 - Horizon Station 1 and 2 and Socorro Fire Departments responded.
 - RT405 was the first unit enroute at 14:46.

- At 15:00, CH401 requested to stand down the Socorro Fire Department due to being unable to locate any fire.
- All units cleared at 15:02.

- **Search and Rescue**

- **6900 Hueco Tanks**

- Dispatch received a call in reference to a 29 year old male with a twisted ankle on north side of the mountain by the chain trail.
- RT504 was the first unit to respond at 11:47.
- A SAR Callout Everbridge page was sent at 11:48.
- Native Air was requested to be on standby.
- CH402 and UT402 responded.
- CH402 arrived on scene at 12:21.
- At 12:50, CH502 requested for Native Air be cancelled. The patient's vitals were stable.
- All rescuers were off the mountain at 14:42.
- CH402 cleared at 15:09.
- UT402 cleared at 15:11.

- **Structure Fires out of District**

- **17531 Wagon Wheel**

- Dispatch received a call in reference to smoke and flames underneath the residence.
- Clint, Horizon, and Montana Vista Fire Departments responded.
- P202 and Q401 were the first units enroute at 5:03.
- At 5:09, the homeowner called to advise the source of the smoke was from the heater. The fire had been extinguished.
- B504 arrived on scene at 5:22 and advised of no flames or smoke.
- At 5:24, B504 requested for all units to stand down.
- Q401 cleared at 5:27.

- **10905 North Loop**

- Dispatch received a call from a passerby who stated had visual of heavy smoke inside the Mariscos Culiacan Restaurant at 9:19.
- Clint, Horizon, Socorro, and Tribal Fire Departments responded.
- Q401 was the first unit enroute at 9:22.
- P701 was the first unit on scene at 9:25 and reported light smoke showing in the back of the building due to possible cooking.
- At 9:27, P701 requested for all responding units to stand down due to the restaurant cooks cooking outdoors.
- P403 and Q401 cleared at 9:28.

- **656 Daljit**

- Dispatch received a call at 17:31 from the homeowner who advised his residence smelled like smoke (inside).
 - Clint, Horizon, and the Socorro Fire Departments responded.
 - Tribal fire and CH401 were the first to respond at 17:33.
 - P701 was the first on scene at 17:40 and reported no smoke or flames showing and requested for responding units to stand down.
 - CH401 cleared at 17:40.
 - P402 and P403 cleared at 17:50.
- **14340 Roger Torres**
 - Dispatch received a call in reference to a stove on fire at 19:51. Before the fire departments responded, the reporting party advised the stove was no longer on fire.
 - Horizon and Montana Vista Fire Departments responded.
 - P403 was the first enroute at 19:53
 - P501 arrived on scene at 19:58 and reported no smoke or flames.
 - At 20:00, P501 requested for all responding units to stand down.
 - P403 and SQ404 stood down at 20:01.
- **5451 Oleary**
 - Dispatch received a call in reference to a barn on fire at 11:03.
 - RT504 was the first unit enroute at 11:04.
 - At 11:19, P502 requested for additional units responding to stand down due to the call being in reference to a brush fire and not a structure fire.
 - CH401, CH402, P403 cleared at 11:20.

Motion to approve report made by Commissioner Anaya and seconded by Commissioner Rankins.

7. Review and approve Chief's report on run volume, stipend, training, fleet, personnel, fire response, building construction and additional fire information:
(Report given by Chief Menendez)

- **Calls for the month of October:** 361
- **Station 1 Calls:** 201 **Station 2 Calls:** 72
- **Calls for the year 2020:** 3160
- **Stipend:** \$66,960.00 for month of October. (3 pay periods)
- **Hours:** 5537.50
- **FMO:** Office is currently only doing essential inspections.
- **Training:** Wednesday trainings still on hold. EVOC training still being held virtually. Driving course being completed two at a time because of COVID-19. Lt Aguilar had 9 FF's tests for their class B and they all passed

- **COVID-19 19:** Majority of calls are related to COVID-19, crews are using appropriate PPE. One member was off on AWP as a result of COVID-19. Case was initially declined but is being reviewed again. He has since returned to duty.
- **Fleet:** All pumps passed their test, within our fleet. We are expecting the new rescue and utility to arrive in December. Registration and inspections have all been completed and are up to date.
- **Personnel:** No major personnel issues to report. 4 new hires will be starting Monday, the 23.
- **Fire Response:** Had a truck fire with exposures, crews did a great job preventing the fire from spreading. Fire could be seen from George Dieter.
- **Building Construction:** Warranty work still be performed
- **Misc.:** Flu Vaccine clinic being held tomorrow from 1300-1900. We were involved in a turkey give away with Sanchez Middle School. 1-800 board up provided the 17 turkeys. Because of COVID-19 we were not able to do the traditional handout. Instead, we made it gun and used the Among Us platform. A video will be coming out next week showing the event. Horizon Vista Grocery was another contributor to the event providing sides. We had a water leak at Station 1, cost to repair was minimal. We will be filing a claim on the A/C unit in the bay, as it needs to be replaced. Cost is substantial looking around 50,000 to replace with the same unit. The unit is a dual unit, heat and cool thus the cost is high. We are look at alternatives and making the unit strictly a cooling unit and placing heaters on the inside of the bay as Station 2 has. We received the \$20,000 grant from the Texas Forest Service, and it was applied to communications, for the purchase of 6 new handheld radios. See agenda item Community Education Program on briefing. Christmas Party update, Go no Go date is November 27, 2020. If at that time the hospital census is not below 25% COVID-19 19 pt.'s then the Christmas party will be cancelled. If it does go below that and the County opens up, we will continue. If the current rate of COVID-19 cases continues the party will be cancelled. We are monitoring all events related to COVID-19 to assure the safety of our personnel. The city of Horizon will be assisting us with funding for COVID-19 related items. Seeking approval for the Porta County device, Electromagnetic sprayers, 98.6 temperature sensors, masks, gowns, and other COVID-19 related items. This will be presented to city council on Monday.

Chief spoke about Texas Mutual Safety meeting and about our Safety Policy. We received a letter from the insurance company stating that no additional changes are needed to our policy or operating procedures. Commissioner Mayberry spoke about the Christmas party and that regardless of the COVID numbers would like to see the party cancelled until we can all safely get together. Commissioner Berumen reiterated the same feelings as well as Commissioner Anaya and Rankins. Chief Menendez will cancel the party based on Board Recommendation. Motion to accept Chief's report made by Commissioner Rankins and seconded by Commissioner Anaya. Motion carries.

8. Review and approve Fire Marshal’s report on operational & construction permits, annual fire safety inspections, new building construction, personnel, training miscellaneous activities & information: (Report given by Fire Marshal Guillen)

- **Construction and Operational Permits:**

- Total for the 2020 calendar year we have an estimated **461** Construction & Operational Permits.
 - Paid Construction Permits = 190 Total for 2020
 - Paid Operational Permits = 271 Total for 2020

	LAST MONTH	THIS MONTH	TOTAL for 2020	TOTAL for 2019
Construction	169 from 01/09	21 for Oct.	190 from 01/010	131
Operational	215 from 01/09	56 for Oct.	271 from 01/10	319
Total	384	77	461	450

- **Annual Fire Safety Inspections**

- 68 = FMO Inspection Results for October 2020.
 - Annual business inspections ceased due to County Judge’s Order # 13 and Order #14
- 1 – On-going Stop Work Orders (SWO) EP Electric Substation at 14681 Triumph.
- 4 -- Stop Work Orders (SWO) during the month of October.
 - (3) Unauthorized construction (building placements); and
 - (2) Unauthorized electronic fence

- **New Building Construction**

- FMO is continuously working with on-going projects: ##% = Completed; UR=Under Review
 - Chapel Hill Apts. = 98%
 - Eastlake Market Ctr. – 80%
 - ELP-1 = 30%
 - New Whses (Rojas) = 35%
 - McDonalds = 5%
 - Cracker Barrel = Deferred
 - Whataburger = 5%
 - Chipotle = UR
 - Dollar Tree = 5%
 - Starbucks = Comms only
 - Residential Communities
 - Fire Protection Systems
 - Fire Hydrant distribution
 - Tenant Improvements

- **Personnel**

- Full force... No Issue to report

- **Training**

- Local and limited TCOLE Training, as required for “mandated” courses.
 - Legislative Updates

- **Miscellaneous Activities & Information**

- On-going issue with El Paso Electric Company for building without approved plans & permit
 - 14681 Triumph
- Established SOP 300.005 – Penalties – Tabled and waiting on approval or disapproval
- Fences over 7-feet – Agenda Item #11
- Fire Lane Requirements modified – Agenda Item #12
- FMO made a significant impact on our “Aging Report” in September
- FMO reached out to ESD District Attorney, Gilbert Sanchez to re-visit and move forward with our citation process... E-mail sent (10/23). Pending legal advice. Waiting to set-up a meeting (in person or virtual).

Motion to approve the report as presented made by Commissioner Rankins and seconded by Commissioner Anaya. Motion carries.

9. **Discussion of update on Community Education Program:** (Report given by Chief Menendez) We had a committee meeting earlier this month and the Go no Go Date will be in January. Spoke about an upcoming Thanksgiving event. The Chiefs will be having Political meetings in December and focus group meetings in January to discuss funding ideas that the ESD has and to get feedback from these different people and organizations. Growth is our theme and purpose for future funding. Mailings will be expensive, so we are looking for alternative ways to get our message out. Fiscal Administrator will be contacting these groups and individuals to setup meetings for the Chiefs. Report was informational only, no action to be taken.
10. **Discussion and take action on FM SOP 300.005:** This item was discussed last meeting and Attorney Sanchez has done some research and found that there is no need to hold a meeting for public comment when the agenda allows for the public to come and speak. Section B5 will later be discussed with the attorney and the Fire Marshal. The rest of the policy is acceptable. Motion made to approve the policy as written with the omission of B5 made by Commissioner Rankins and seconded by Commissioner Berumen. Motion carries.
11. **Discussion and take action on adoption of a new permit fee for fences 7ft and taller:** Fire Marshal Guillen stated that he has been coming across a lot of properties with fences higher than 7ft. In the fire code it states that fences over 6 feet tall needs to have a permit and he would recommend a fee of \$71.00 for this permit. This new permit would be for fences built from this point forward and would not apply to previously built fences. Motion to adopt with recommended changes to the verbiage made by Commissioner Anaya and seconded with Commissioner Rankins. Motion carries.
12. **Discussion and take action on Fire lane revision:** Fire Marshal is asking that the Board consider amending the current Fire Lane requirements. The changes were read and discussed. Motion to approve the amended requirements made by Commissioner Rankins and seconded by Commissioner Anaya. Motion carries.
13. **Discussion and take action on Thermo scan machine:** Chief Menendez asked this item to be tabled until after the Horizon City Council Meeting. Motion to table made by Commissioner Anaya and seconded by Commissioner Rankins. Motion carries.
14. **Discussion and take action on mapping services:** Motion to table till next month made by Commissioner Anaya and seconded by Commissioner Rankins. Motion carries.

Executive Session: The Commissioner went into Executive Session at 7:25pm.
Executive session ended at 7:59pm.

15. Discussion and take action on legal cases: No action taken.

Regular Session:

16. Discussion and take action on legal cases: There is no action required. Motion to delete made by Commissioner Anaya and seconded by Commissioner Rankins. Motion carries.

17. For the good of the District: Chief Menendez spoke about grant money being offered to small business for safety items by the Hispanic Chamber of Commerce. They have asked us to help get the word out about the grants to help small businesses in our community. There will be a Flu Shot clinic here at the station tomorrow from 1:00 to 7:00pm. We will also be participating in a virtual Christmas parade recording. We are participating in a virtual career day at a local school. For the month of December, we will be putting out information on donating to the food bank.

18. Next meeting: The next meeting will be moved up to December 17, 2020 at 6:30 P.M. due to the Christmas holiday.

19. Adjourn: Motion to adjourn made by Commissioner Rankins. Meeting was adjourned at 8:07 P.M.

Submitted by: Katherine Ames, Fiscal Administrator

Reviewed by: Cheri Bridges, Administrative Assistant