

Minutes of the February 24, 2022 Commissioners Meeting

1. **Call to order:** 6:45 pm
2. **Establishment of a quorum:** Commissioner Mayberry, Commissioner Booth, Commissioner Anaya, Commissioner Rankins and Commissioner Berumen present in the building.
3. **Pledge of Allegiance:** The Pledge was recited.
4. **Presentations:** Commissioner Mayberry introduced Wes Phillips who has agreed to be the department's Chaplin. Wes introduced himself and spoke a little about himself. No other presentations were made.
5. **Review and approve minutes of January 27, 2022, 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 25, Assistance 16, Brush Fire 12, Car Fire 0, Water Leaks 8, Gas leaks 10, Medical 241, MVA 28, Structure Fire 3, Inspections 4; CoVID – 23 confirmed and 46 PCP.

Structure Fires

- **425 Emerald Glow**
 - Dispatch received a call in reference to an air conditioner on fire at 7:26.
 - RT405 enroute 7:27.
 - Socorro and Horizon Fire Departments responded.
 - SQ404 on scene 7:32.
 - Responding units were requested to stand down.
 - All units cleared at 7:39. No smoke or fire were found inside or outside the residence.
- **648 S Ascencion**
 - Dispatch received a call in reference to a large fire behind the residence at 17:32. The caller stated the residence caught fire.

- Q401 enroute 17:34.
- Horizon, Clint and Socorro Fire Departments responded.
- Q401 on scene at 17:42.
- At 17:43, Q401 reported the fire was contained.
- An El Paso Fire Investigator was requested to respond.
- Q401 cleared the scene at 19:51.
- The scene was turned over to EPSO and the El Paso Fire Investigator.
- **733 S Ascencion**
 - Dispatch received a call in reference to a fully engulfed on fire residence at 00:42.
 - P402 enroute 00:44.
 - Horizon, Socorro and Montana Vista Fire Departments responded.
 - Q401 on scene 00:53.
 - Fire under control 01:13.
 - An El Paso Fire Investigator and 1800 Board Up were requested to respond.
 - All units cleared the scene at 4:13.

Structure Fires out of District

1. 5200 Suwannee (Montana Vista)
2. 10491 North Loop (Socorro)
3. 10772 Valley Dale (Socorro)
4. 667 Soya (Socorro)
5. 1000 N Moon (Socorro)

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

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 Assistant Chief Ames)
 - **Calls for the month of January:** 377
 - **Calls for the year 2022:** 377
 - **Stipend:** \$60,066.90
 - **Hours:**
 - **Training:** Met with Instructor Bahena with the El Paso Community College on the possibility of holding classes for TCFP investigators and inspectors. This is a work in progress. This will allow us to train potential new members rather than having them already certified when they are hired. This is being considered as we are yet to fill the two vacancies in the Fire Marshal Office.

- **Annual Fire Safety Inspections**
 - 12 = FMO Annual Fire Safety Inspections for Jan 2022, as per Emergency Reporting (Report #001764)
 - 3 = Stop Work Orders **New Building Construction**
- FMO is continuously working with on-going projects: ##% = Completed; UR=Under Review; PR=Permit Released; Comms=Communicating
 - ELP-1=99% - COC released
 - SISD Combo School = 85%
 - Phase I-Elementary
 - Cracker Barrel = 35%
 - New Permanent Firework Bldg.
 - New Shop Ctrs. – Everywhere
 - New Warehouses – Near ELP-1
 - New Apartment Complexes
 - Residential Communities
 - Fire Protection Systems
 - Fire Hydrant distribution
 - Asst. Tenant Improvements
- **Personnel**
 - Still no applicants for our (2) FMO vacancy positions...
 - FMO needs assistance!! Due to 2-vacancies and 1-out for 6-months
- **Training**
 - AFM Franco started his EPCC LETA.
 - He has PASSED his Phase 1 Training...
- **Miscellaneous Activities & Information**
 - Ch. Menendez & Katherine are still working on the final details for temporary FMO office...
 - Looking forward to our newly assigned F150 Responder (FMO new vehicle)...
 - As a Building Committee Member, we are meeting frequently...
 - Chief Menendez and I meet with EPCC to discuss a future TXCFI Course...
 - Chief Menendez and I are considering hiring an HFD employee for FMO...
 - Gilbert is still working to complete & finalize our citation process...
- **Future Events**
 - None

Commissioner Berumen asked about some possible solutions to getting Deputy Fire Marshal's. The board and ESD staff spoke about some online training programs that would be available. We are still having a problem finding personnel who want to become certified. Discussion about creating a new position for clerical and at the same time go to school to become certified. The group talked about having a line fire fighter go out to businesses to do preplan inspections. Motion to approve the Fire Marshal report made by Commissioner Berumen and seconded by Commissioner Booth. Motion carries.

9. Review Information received at SAFE-D Conference: Commissioner Berumen and Booth presented information that they took away from the SAFE-D conference. They spoke about a

government auction site to sell surplus items, developing partnerships with other entities in our community to grow our community between agencies, open records and what is discoverable and making sure we have hardcopies of documents. TDEM ID cards are being given to state agencies and they will be putting up state warehouses to hold supplies for Emergencies. The next SAFE-D conference will be February 2-4, 2023 at the Kalahari Resort in Round Rock. Report was information only, no action taken.

- 10. Discussion and take action on ESD Headquarters Construction project:** The project was discussed in the Chief's report and no further discussion needed. Motion to table made by Commissioner Anaya and seconded by Commissioner Berumen. Motion carries.
- 11. Discussion and take action on Communication Policy:** Administrator Ames spoke some activity we have had on our Social Media accounts and that we need to have a policy that outlines what interaction on our Social Media pages are appropriate and if someone violates those expectations what the consequences are. We will need more time to work on the policy and to discuss with our Attorney. Motion to table was made by Commissioner Boothe and seconded by Commissioner Rankins. Motion carries.
- 12. Discussion and take action on Surplus Equipment:** Chief Ames is asking to surplus CPR manikins that no longer meet the requirements for our CPR classes. Motion made by Commissioner Berumen to try to Sell them or donate if unable to sell or destroy if unable to donate. Motion was seconded by Commissioner Rankins. Motion carries.
- 13. Discussion and take action on purchase using County approved ARPA funds:** Administrator Ames spoke about the Chief Menendez presenting at Commissioners court and that they have approved \$95,000 for Auto pulses and \$6,000 for staffing for the COVID vaccine clinics to come from ARPA funding. Motion to approve the receipt of funds made by Commissioner Booth and seconded by Commissioner Rankins. Motion carries.
- 14. Discussion and take action on confined space class:** Chief Ames presented information on a confined space class that Horizon Fire Department is looking to sponsor and will be open to participants from surrounding departments. We will pay the upfront cost of \$3,950.00 and then we will invoice the other agencies according to their number of participants for the cost of the class. There will be a max of 20 students allowed in the class. Motion to approve the class at a cost of \$3,950.00 to come from account 6900.02 made by Commissioner Anaya and seconded by Commissioner Berumen. Motion carries.
- 15. Discussion and take action on HFD Classroom Technology:** Chief Ames presented a quote to replace the technology on the HFD side of the classroom to an interactive TV. The cost will be \$5,976.74 to come from account 9000.01. Commissioner Rankins suggested that the interactive TV be on a rolling stand versus mounted to the wall for easy of use throughout the classroom. That change will be made to the quote. Motion to approve the purchase made by Commissioner Booth and seconded by Commissioner Anaya. Motion carries.
- 16. Discussion and take action on SCBA mask purchase:** Chief Ames is requesting additional SCBA masks to be purchased so we may have spares on hand for additional personnel and to replace in case of damage. In addition, the quote includes mask bags that will protect the masks while being stored. Motion to purchase masks and bags in the amount of \$5,274.00 from account 9100.02 made by Commissioner Anaya and seconded by Commissioner Berumen. Motion carries.

17. Discussion and take action on SAR Equipment: Chief Ames presented a quote to replace harnesses for the SAR team. The Sar team harnesses will be transitioned to R-405 for less frequent line use. The Quote is for nine harnesses for a cost of \$2,616.28 to come from account 9450.02. Motion to approve purchase made by Commissioner Booth and seconded by Commissioner Rankins. Motion carries.

18. Discussion and take action on purchase of Fire Equipment: Chief Ames presented the following quotes:

1. Daco Fire – The ION spreaders we just purchased will not meet our needs so we have contacted Daco and they will give us full trade in value on them to upgrade to a set that will fit our needs. The cost difference will be \$2,551.00 to come from account 8100.02. Motion to approve purchase made by Commissioner Rankins and seconded by Commissioner Anaya. Motion carries.
2. MES – The portable tank on Tanker-401 that allows us to draft is about 17 years old and has a rip and a broken frame. The cost to replace it will be \$2,345.59 to come from account 9300.02. Motion to approve purchase made by Commissioner Rankins and seconded by Commissioner Berumen. Motion carries.
3. Daco Fire – We need to replenish our stock of Class A foam. The quote is for 53 pails at a cost of \$4,240.00 from account 8100.02. Motion to approve purchase made by Commissioner Booth and seconded by Commissioner Rankins. Motion carries.
4. Daco Fire – A quote for a saw battery conversion kit was presented in the amount of \$918.00 to come from account 8100.02. Motion to approve purchase made by Commissioner Booth and seconded by Commissioner Rankins. Motion Carries.

Executive Session: Board did not move into executive session.

19. For the Good of the District: We will be hosting a vaccine clinic on March 5th from 10:00am to 3:00pm at Station #2. One of our previous Commissioners, Dolph Rubio passed away and his funeral will be March 5th at 11:00am. We will have a Fire truck there to fly the flag and crews attending the Funeral. Chief Ames thanked everyone for the flowers and condolence cards for him and his family.

20. Set date and time for next meeting: Next Commissioner meeting will be set for March 24, 2022 at 6:30 pm

21. Adjourn: Motion to adjourn made by Commissioner Anaya at 8:37pm.

Submitted by: Katherine Ames, Administrator

Reviewed by: Diana Hernandez, Administrative Assistant