

# EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO.1

## BOARD OF COMMISSIONERS MEETING

Notice is hereby given that a regular meeting of the Board of Commissioner of El Paso County Emergency Services District No. 1 will be held on Thursday October 27, 2022 at 6:30pm at:

El Paso County ESD #1 Central Fire Station Meeting Room  
14151 Nunda Ave. Horizon City, Texas 79928  
Office: (915)852-3204  
Website address: <http://www.epcesd1.com>

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.

Anyone wishing to attend the meeting virtually may do so using the login below.

<https://meet.goto.com/884135685>

Access Code: 884-135-685

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### AGENDA

1. Call to order.
2. Establishment of Quorum.
3. Pledge of allegiance.

### PUBLIC COMMENT

4. Public Comment: *Members of the public who desire to address the Board of Commissioners regarding an item on this agenda or a general matter may address the Board of Commissioners for no more than two (2) minutes per item per member of the public. Any deliberation or decision by the Board must be limited to a proposal to place the subject on a future agenda.*

### CONSENT AGENDA

5. Review and approve minutes of September 22, 2022 meeting.

## REPORTS

6. Review and approve financial report on monthly bills and invoices, quarterly report, sales tax analysis report, purchases for items in the District's approved budget, and budget reallocations. (Presented by Administrator Katherine Ames)
7. Review and approve communications report on monthly calls as reported by Horizon City dispatch. (Presented by a representative from Horizon City dispatch)
8. Review and approve Chief's report on run volume, stipend, training, fleet, personnel, fire response, building construction and additional fire information. (Presented by Chief Menendez)
9. Review and approve Fire Marshal's report on operational & construction permits, annual fire safety inspections, new building construction, personnel, training miscellaneous activities & information. (Presented by Fire Marshal Guillen)

## DISTRICT POLICIES AND DOCUMENTS

10. Discussion and take action on the approval of a Resolution of the Board of Commissioners of El Paso County Emergency Services District NO. 1 regarding a loan. *Submitted by Commissioner Mayberry and presented by Administrator Katherine Ames.*
11. Discuss and take action on creating a sub-committee of two Commissioners, the ESD #1 Chief and Assistant Chief to have meetings with ESD #2 to discuss changes to services and collaborations between the districts. *Submitted by Commissioner and presented by Commissioner Booth.*
12. Discussion and take action on amending the ESD Uniform Policy 500.001. *Submitted and presented by Chief Menendez.*
13. Discussion and take action on TCDRS Plan Agreement for Plan Year 2023. *Submitted by Chief Menendez and presented by Administrator Katherine Ames.*
14. Discussion and take action on ESD providing \$1,000 to the Horizon Fire Company for FY 23' Bank Fees. *Submitted by Chief Ames and presented by Administrator Katherine Ames.*
15. Discussion and take action on approval of three (3) new El Paso County ESD #1 part time Officer employment positions for Operations. *Submitted by and presented by Chief Menendez.*
16. Discussion and take action on approval of hiring eight (8) Fulltime and three (3) part-Time employees for El Paso County ESD #1 Operations. *Submitted by and presented by Chief Menendez.*
17. Discussion and take action on approval of hiring one (1) Fulltime or two (2) part-Time employees for El Paso County ESD #1 Fire Marshal office. *Submitted by and presented by Chief Menendez.*
18. Discussion and take action on adding Employment Assistance Program coverage through VFIS for HFD and ESD employees. *Submitted and presented by Chief Menendez.*

## DISCUSSION/ACTION ITEMS

19. Discussion and take action on ESD Headquarters Construction project. *Submitted and presented by Chief Menendez.*
20. Discussion and take action on Surplus of equipment. *Submitted and presented by Chief Menendez.*
21. Discussion and take action on Travel request for Saving Your Own training. *Submitted and presented by Chief Menendez.*
22. Discussion and take action on a Life Assist Purchase order in the amount of \$25,000.00 for purchase of consumable medical supplies. *Submitted and presented by Chief Ames.*
23. Discussion and take action on a quote from Motorola to flash radios. *Submitted and presented by Chief Ames.*
24. Discussion and take action on purchase of new server for Building Key System. *Submitted by Chief Menendez and presented by Administrator Katherine Ames.*
25. Discussion and take action on purchase of a camper shell for FM-405. *Submitted and presented by Chief Menendez.*
26. Discussion and take action on purchase of winter jackets for Fire personnel. *Submitted and presented by Chief Ames.*
27. Discussion and take action on landscaping FMO Building land. *Submitted and presented by Chief Menendez.*
28. Discussion and take action on purchase of a New Brush Truck. *Submitted and presented by Chief Menendez.*
29. Discussion and take action on purchase/repair of Fire Equipment to include Fire Fighter Equipment, Tactical Equipment, Communication Equipment and General Fire Department supplies. *Submitted and presented by Chief Menendez.*

## 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.

- 30. For the Good of the District.
- 31. Set date and time for next meeting in November.
- 32. Adjourn

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 El Paso County ESD #1 Central Fire Station, 14151 Nunda Ave., Horizon City, Texas, 79928.

**Dated this 24th day of October 2022**

**By:** \_\_\_\_\_

**Katherine Ames  
Administrator  
El Paso County ESD #1.**