

EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO.1

BOARD OF COMMISSIONERS MEETING

Notice is hereby given that a Special meeting of the Board of Commissioner of El Paso County Emergency Services District No. 1 will be held on Thursday November 17, 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/136943125>

Access Code: 136-943-125

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 October 27, 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 amending the ESD Employee Handbook. *Submitted and presented by Chief Menendez.*
11. Discussion and take action on renewing the contract with HDL for Sales Tax Collection consultation services *Submitted by Chief Menendez and presented by Administrator Katherine Ames.*
12. Discussion and take action on amending the Tuition Reimbursement Policy 200.011 *Submitted and presented by Chief Menendez.*
13. Discussion and take action on amending the Employee Evaluations policy 200.0072. *Submitted by and presented by Chief Menendez.*
14. Discussion and take action on removing the ESD Uniform Policy 500-001 from the ESD SOP Manual. *Submitted by and presented by Chief Menendez.*
15. Discussion and take action on approval of Body Camera SOP's for Fire Marshal Office personnel. *Submitted by and presented by Chief Menendez.*

DISCUSSION/ACTION ITEMS

16. Discussion and take action on ESD Headquarters Construction project. *Submitted and presented by Chief Menendez.*
17. Discussion and take action on purchase of Body cameras for Fire Marshal Office personnel. *Submitted and presented by Chief Menendez.*
18. Discussion and take action on Travel requests for the SAFE-D Conference. *Submitted and presented by Commissioner Mayberry.*
19. Discussion and take action on a Service Order for new service for the ESD Headquarters

with Spectrum Enterprise. *Submitted by Chief Menendez and presented by Administrator Katherine Ames.*

20. 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.

21. For the Good of the District.
22. Set date and time for next meeting in December.
23. 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 14th day of November 2022

By:  _____

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