

## Minutes of February 27, 2025 Commissioners Meeting

1. **Call to order:** 6:33 pm
2. **Establishment of a quorum:** Commissioner Anaya, Commissioner Booth, Commissioner Mayberry, Commissioner Rankins were present in person. Commissioner Berumen was absent due to work.
3. **Pledge of Allegiance:** The Pledge was recited.
4. **Public Comment:** None
5. **Consent Agenda:**
  - A. Review and approve minutes of January 23, 2025, and February 20, 2025, meetings.
  - B. Review and approve surplus items for ESD.
  - C. Review and approve Paramedic class tuition.

Motion to approve items A-C made by Commissioner Anaya and seconded by Commissioner Rankins. Motion carried.

6. **Review and approve communications report on monthly calls as reported by Horizon City dispatch:** (Report was given by Sheila Tarango – HPD Dispatch)
  - Call numbers for November 2024 consist of the following: Alarm 52, Assistance 32, Brush Fire 9, Car Fire 2, Water Leaks 25, Gas leaks 10, Medical 285, MVA 43, Structure Fires 9; Inspections 74.

### Structure Fires

1. **RT405 on sc716 Cora Ruecker**
  - Dispatch received a call in reference to a mattress on fire at 18:55. The reporting party advised the fire had been extinguished.
  - TR402 enroute 18:57.
  - Horizon, Clint and Socorro Fire Departments responded.
  - RT405 on scene 19:01.
  - Additional responding units were requested to stand down.
  - At 19:05, RT405 reported the mattress was taken outside.
  - All units cleared the scene at 19:24.
2. **12739 Trollope**
  - Dispatch received a call in reference to a residence on fire at 18:16.

- RT402 enroute at 18:18
- Horizon, Clint and Socorro Fire Departments responded.
- TR401 on scene 18:22.
- At 18:26, TR401 reported the call was in reference to an illegal burn. Additional responding units were requested to stand down.
- All units cleared at the scene at 18:36.

### **3. 690 Agua Brava**

- Dispatch received a call in reference to a mobile home on fire at 13:47.
- RT405 enroute 13:53.
- Horizon, Clint and Socorro Fire Departments responded.
- RT401 on scene 14:01.
- At 14:05, additional responding units were requested to stand down.
- All units cleared the scene at 14:08.

### **4. 15336 Woodhill**

- Dispatch received a call in reference to a fire in the bedroom at 13:40.
- P402 enroute 13:42.
- Horizon and Clint Fire Departments responded.
- TR401 on scene 13:44.
- At 13:46, TR401 reported the mattress in the bedroom was on fire and had been extinguished by the homeowner.
- At 13:48, TR401 reported the mattress was taken outside and was doused with water.
- At 13:51, additional responding units were requested to stand down.
- All units cleared the scene at 16:24.

### **5. 12501 Rojas**

- Dispatch received a call in reference to an oven on fire at 17:15.
- TR402 enroute 17:17.
- Horizon, Clint and Socorro Fire Departments responded.
- TR402 on scene 17:22.
- At 17:35, an EPSO deputy reported the fire had been extinguished.
- All units cleared the scene at 17:43.

### **6. 12011 Stansbury**

- Dispatch received a call in reference to a stove on fire at 17:42.
- TR402 enroute 17:46.
- Horizon, Clint and Socorro Fire Departments responded.
- TR402 on scene 17:50.
- Additional responding units were requested to cancel at 17:52.
- All units cleared the scene at 18:11.

### **7. 13813 Hollywood**

- Dispatch received a call in reference to an oven on fire at 15:44.
- P403 enroute 15:44.
- Horizon, Clint and Socorro Fire Departments responded.
- RT405 on scene 15:50.
- At 15:53, RT405 reported there was no fire. Only ventilation would be needed.
- Additional responding units were requested to stand down.

- All units cleared the scene at 16:13.
8. **12161 Eastlake**
- Dispatch received a call in reference to an outlet on fire at 6:51.
  - P403 enroute 6:54.
  - Horizon, San Elizario, and Socorro Fire Departments responded.
  - TR402 on scene 6:58.
  - Additional units were requested to stand down at 6:58.
  - All units cleared the scene at 7:18.
9. **Vista del Sol/Cherrington**
- At 7:13, dispatch received a call in reference to flames and smoke from a house under construction.
  - TR402 enroute 7:14.
  - Horizon and Montana Vista Fire Departments responded.
  - At 7:26, TR402 reported the call was in reference to a personal bon fire. Additional responding units were requested to stand down.
  - TR402 cleared at 7:29.

## **Search and Rescue**

### **1. Montana/Hastings**

- At 12:33, assistance was requested from SAR in reference to a missing person.
- RT402 enroute 12:45.
- TR401/RT402 (1 member)/SAR401(4 members)/CH402 (1 member) responded.
- SAR401 on scene at 1:20.
- The missing person was located by EPSO at 4:03.
- All units cleared the scene at 5:04.

### **2. 6900 Hueco Tanks**

- Dispatch received a call in reference to a male with a broken ankle in the mountain at 10:28.
- SAR401/SAR40 responded.
- SAR401 (3 members on board) enroute at 10:40.
- SAR401 on scene 11:11.
- AT 11:18, SAR401 reported patient contact.
- SAR made their way down with the patient from the mountain 12:05.
- Patient on the ground 12:14.
- Patient refusal was obtained at 12:22.
- All SAR members cleared the scene at 13:08.

## **Fires out of District**

1. 548 Nicholas (Socorro)
2. 10360 Pritam (Socorro)
3. 1020 Spur (Socorro)
4. 11521 Nancy (Socorro)
5. 10256 Pritam (Socorro)
6. 148 Buford (Socorro)

7. 3720 Gerard (Montana Vista)
8. 12779 Azogue (Montana Vista)
9. 800 NE Camp (Fabens)

The board had no questions or comments. Motion to approve, made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.

7. **Review and approve financial report on monthly bills and invoices, monthly report, sales tax analysis report, purchases for items in the District's approved budget, and budget reallocations:** (Presented by Administrator Katherine Ames). Administrator Ames spoke about their presentation in Commissioners court and some of the questions that were asked. She spoke about some changes she will make to the annual budget presentation based on the questions asked. Motion to approve the financial report made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.
8. **Review and approve Chief's report on run volume, stipend, training, fleet, personnel, fire response, building construction and additional fire information:** (Report given by Assist, Chief Ames)
  - **Calls for the month of January:** Station 1: **269** Station 2: **174** Total calls: **443**
  - **Stipend:** \$ 39,623.00
  - **Hours:** 3,134.17
  - **Fire Marshal Office:** Deputy Fire Marshal continues in the peace officer program at Community College.
  - **Training:** Held a S-130 / S-190 wildland course. This is the basic training needed to go on deployment. There is a RT-130 (Refresher) that three of our Firefighters will be going to pending board approval. There is also a WUI (wildland urban interface) class also being held on March 10 in San Angelo.
  - Fleet Reserve Quint 401 is still not fully functional. We hope to have the final parts in and replaced by next week. Two new pickups arrived and are being upfitted. They will go to Assistant Chief Ames and Deputy Chief Kovach. The two units will be reassigned, and one will go to the Fire Marshal office to replace the old Tahoe and the other will become a utility with an open bed to haul equipment.
  - Pumper 403 was rear ended in a road rage incident. The information about the other vehicles involved was obtained. PD was on the scene, our pumper suffered damage to the rear bumper it is being repaired, and we will be contacting the insurance company of the vehicle that struck us.
  - **Personnel:** The Horizon FD brought on 10 new volunteers and the ESD is completing the hiring process for three potential hires pending some certification completions.
  - **Response:** Major incident involved Eastlake High school in which there was a fire in the cafeteria. School was evacuated as students were in class. Fire was being investigated to confirm if there was possible arson. School was let out early, so the kids could clear the area. There was one activation of a sprinkler head that caused extensive flooding.
  - **Special Operations:** Wildland classes scheduled for this month. We did have a quarterly meeting for the wildland group. Other departments in the area are looking to us for help to become a deployable asset.
  - **HQ Construction:** on going, several meetings occurring weekly.

- **Misc.:** Awards ceremony held the other night and was a great success. We had the highest attendance of all the ceremonies.

The board had no questions or comments. Motion to approve the Chief’s report made by Commissioner Rankins and seconded by Commissioner Booth. Motion carried.

9. **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 Assistant Fire Marshal Frank Guillen)

	J	F	M	A	M	J	J	A	S	O	N	D	2024
Construction	36	00	00	00	00	00	00	00	00	00	00	00	36

Total for 2024: **344** Total for 2023: **462** Total for 2022: **313**

- **Annual Fire Safety Inspections**

- **63** = FMO Annual Fire Safety Inspections for January 2025, as per Emergency Reporting
- **01** = SWO decals were applied at: Let’s Golf.

- **New Building Construction**

- FMO is continuously working with on-going projects: ##% = Completion; UR=Under Review; PR=Permit Released
  - ESD HQ= 70%
  - Chilaquiles Buen Dia = 60%
  - Drunken Crab = 50%
  - Vista Market=15%
  - Freddy’s = 10%
  - Panera = 10%
  - Residential Communities
  - Shopping Centers and Warehouses
  - High Pile Combustible Storage Racking Systems
  - Assorted Fire Protection Systems

- *New Business Open to the ESD:* Salad Verde (12880 Eastlake); J2K Dance Studio (13649 Eastlake); Capone’s Barbershop (13647 Eastlake); Sport Clips (12320 Eastlake); T.I. Offices (1740 Joe Battle); Arby’s (13476 Eastlake); etc.

- **Personnel**

- We are still short-staffed. (1) PT vacancy pending within the FMO.
- DFM Hiller is ‘top’ student and representing ESD #1 well.

- **Training**

- FMO Weekly Meetings.

- **Miscellaneous Activities & Information**

- Nothing to report.

- **Future Events:**

- Bi-Directional Antenna (BDA) Class hosted by Pyrocom. FMO and Ops attending. [03/05]
- Discussion of BDA for our ESD HQ with K. Ames. [03/06]
- CISD Partnership Meeting [03/13]
- Advance Law Enforcement Rapid Response (ALERRT) Training for ESD LEO'/PO's at EPC Court House [ 03/24]

Commissioners had no questions. Motion to approve the Fire Marshal report made by Commissioner Anaya and seconded by Commissioner Rankins. Motion carried.

- 10. Discussion and take action on Policy and the purchase of department issued weapons for Peace Officers:** Motion to table item made by Commissioner Booth and seconded by Commissioner Anaya. Motion carried.
- 11. Discussion and take action on a Payroll Policy for Operations:** Chief Menendez presented the policy and stated that it was putting our current practice into a policy. The board asked who was allowed to authorize overtime and the Chief stated only him and Assistant Chief Ames. Motion to approve made by Commissioner Rankins and seconded by Commissioner Anaya. Motion carried.
- 12. Discussion and take action on a Mandatory Staffing Policy for Operations:** Chief Menendez presented the policy and explained that this is for staffing purposes during deployments. Commissioner Mayberry is asking that the policies have to be in the agenda folder 24 hours in advance of the meetings. This policy will be added to the SOP manual. Motion to approve made by Commissioner Rankins and seconded by Commissioner Booth. Motion carried.
- 13. Discussion and take action on a Travel Policy for Operations:** Chief Menendez asked for this item to be deleted. Motion to delete made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.
- 14. Discussion and take action on revision of the Commissioner Stipend SOP 2000.009:** The policy was presented by Administrator Ames. The addition to the policy is to add the amount paid is based on a fiscal year. Motion to approve made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.
- 15. Discussion and take action on a Strategic Business plan:** Commissioner Booth spoke about our first Strategic Committee meeting and said that the forms are currently being updated. Our next step is meeting with the Mayor of Horizon and his staff to discuss population changes in the future. No action taken.
- 16. Headquarters Construction project on approval of change orders and associated fees, project, project requests, and approval and change of architecture design/plans:** Administrator Ames spoke about the addition of light poles on the westside of the property to allow for the posting of additional security cameras on the property. The change order is \$97,107.10 to come from the building contingency. Motion to approve made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.
- 17. Discussion and take action on the purchase of Peace Officer Duty belts and accessories:** Motion to table made by Commissioner Booth and seconded by Commissioner Rankins.

Motion carried.

18. **Discussion and take action on Tuition Reimbursement:** Chief Menendez presented tuition reimbursement in the amount of \$3,269.22 to come from account 6800.02. Motion to approve made by Commissioner Booth and seconded by Commissioner Anaya. Motion carried.
19. **Discussion and take action on Wildland Training:** Chief Menendez presented a travel request for March 3<sup>rd</sup> and 4<sup>th</sup> for three people to attend Wildland training for minimum amount of \$2,073.00 to come from accounts 6900.02 and 7000.02. Motion made by Commissioner Anaya and seconded by Commissioner Rankins. Motion carried.
20. **Discussion and take on the purchase of Wildland Gear:** Chief Menendez presented a quote to purchase Wildland gear in the amount of \$25,104.83 to come from account 9503.01. Some of the gear is for replacement and the rest is for stock. Motion to approve made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.
21. **Discussion and take action on Government Finance Officers Association (GFOA) training:** Administrator Ames presented travel requests to send four people to the GFOA conference at the end of June. Commissioner Mayberry is suggesting that we only send three people to the conference. Commissioner Booth suggested that Chief Menendez attending the conference would give him more expertise and understanding of the financial part of the department. Motion by Commissioner Booth to approve the GFOA conference for a minimum cost of \$16,569.20 to come from account 6900.01 and 7000.01. The motion was seconded by Commissioner Rankins. Commissioner Anaya, Rankins, and Booth voted in favor and Commissioner Mayberry voted against. Motion carried.
22. **Discussion and take action on replacing the grill for Station #1:** Chief Menendez presented a Quote for \$2,203.63 to replace the grill at Station #1 to come from account 9502.01. Motion to approve made by Commissioner Rankins and seconded by Commissioner Anay. Motion carried.
23. **Discussion and take action on Region 3 EMS Conference Training:** Chief Menendez presented travel requests to send three people to the EMS Region 3 conference in Ruidoso. Motion to approve a minimum cost of \$3,185.91 to come from account 6900.02 and 7000.02 made by Commissioner Booth and seconded by Commissioner Rankins. Motion carried.
24. **Discussion and take action on the purchase of Handheld Radios:** Chief Menendez presented a quote for eight new radios in the amount of \$100,416.56 to be purchased from account 9502.01. The radios will help improve radio signals for our crews in the field. Motion to approve made by Commissioner Rankins and seconded by Commissioner Booth. Motion carried.
25. **Discussion and take action on the purchase or repair of Fire Equipment to include Fire Equipment, Tactical Equipment, Communication Equipment and General Fire Department supplies:** Motion to delete made by Commissioner Booth and seconded by Commissioner Anaya. Motion carried.

**No Executive Session**

26. **For the Good of the District:** Chief Menendez spoke about our meeting with Congresswoman Escobar's staff and some possible funding opportunities. DC Kovach spoke about TEEEX class that came to our station for Wildland training.
27. **Set date and time for next meeting in March:** March 27, 2025, at 6:30pm
28. **Adjourn** – Motion made by Commissioner Booth. Meeting adjourned at 8:31 pm.

Submitted by: Katherine Ames, Administrator

Reviewed by: Fabiola Torres, Administrative Assistant III