

**Bexar County  
Emergency Services District No. 8  
Meeting Minutes  
March 7, 2017  
6:30 P.M.**

**The Bexar County Emergency Services District No. 8 conducted a meeting at 19215 Scenic Loop Road, Helotes, Texas 78023 on February 7, 2017 beginning at 6:30 P.M. The following was discussed:**

1. Commissioner Yates called the Bexar County Emergency Services District No. 8 Meeting to Order at 6:33 P.M. and established a quorum. *Commissioner Hune arrived at 6:36 P.M. Commissioner Voss was unable to attend the meeting.*
2. The Pledge of Allegiance was recited.
3. Citizens to be heard (3-minute time limit per person) *There were a few citizens signed up to speak during this segment.*

*At this point, Commissioner Hune replaced Commissioner Yates as chair of the meeting.*

4. Approval of Minutes from the February 7, 2017 meeting. *Commissioner Yates made a motion to approve the meeting minutes. Commissioner Reeves seconded the motion. Motion carried by a 4/0 vote in favor of.*
5. Chief's Report:
  - a. Run Report. *The Chief made mention that the department was having issues with the response times. Response times to calls within the District were creeping upward.*
  - b. Calls for Service. *This item was the same as the Run Report.*
  - c. Public Relations Event - *The department was asked to take part in the burn training exercise taking place at Camp Bullis.*
  - d. Training Update. *District 2 will be conducting a training exercise, approved thru TEEX, in which the department will be participating.*
  - e. Vehicle Repair. *Rescue 1 continues to have problems. Ladder 1 has an electrical issue that the department will attempt to fix in-house.*
6. Discussion and possible action on the method of purchasing the vehicle for the Skid Unit - *The Chief discussed and recommended several options but in the end, the Board felt it best that it pay cash for the vehicle. Commissioner Reeves made a motion to pay cash for the vehicle. Commissioner Yates seconded the motion. Motion carried by a 4/0 vote in favor of.*
7. Discussion and possible action on submitting a request and payment to the Texas Commission on Fire Protection (TCFP) to become a certified TCFP fire department. *There was an error on the proper wording of this item. The department is already a TCFP certified department. The item should have been about submitting a request and payment to TCFP to become a TCFP certified training facility. Commissioner Reeves made a motion to table the request to become a TCFP certified training facility until later when more information becomes available as to how*

*it will operate. Commissioner Yates seconded the motion. Motion carried by a 4/0 vote in favor of.*

8. Review and approve the Employee Job Descriptions for the Fire Chief and Administrator.

*No action was taken on item 8. See notes below;*

- a. *Discuss and approve Organizational Chart for ESD 8. Commissioner Reeves explained that the organizational chart should be reworked. Both County and the District are political subdivisions of the State and are equal. The County Commissioner's Court appoints members to the ESD Board and can make suggestions but ESD's are not under the Commissioners' Court.*
- b. *Discuss and approve a schedule to hold Employee Reviews for the Fire Chief and Administrator and the method for the reviews. Commissioner Reeves asked that this item be delayed until she has had an opportunity to speak with Commissioner Voss, who is currently out of town, about what recommendations their committee will bring to the Board related to this. A report will be presented to the Board at the April meeting as agreed in the February meeting.*

9. Update on the tasks assigned to the Sub Committees:

- a. *Employee Review Committee - This item was discussed in item 8.b.*
- b. *Equipment and Replacement Committee - Commissioners' Yates and Logan are working on this item and will present a report to the Board in April as was agreed in the February meeting.*

10. Update on the implementation of the signage for the department.

- a. *Discussion and action on a proposal to purchase up to 10 replacement fire helmet leather fronts in the amount not to exceed \$ 280.00 and the ESD will be reimbursed for up to fifty percent (50%) of the cost voluntarily by the individual fire fighter. Commissioner Yates made a motion to approve the proposal. Commissioner Logan seconded the motion. Motion carried by a 3/0 vote in favor of. Commissioner Reeves did not discuss and abstained from the vote on this item. Captain Nottingham presented the Board with checks from citizens who donated funds to pay for the firefighter's old helmet leather fronts.*
- b. *Discussion and possible action on the proposed changes to modify the sign at the Fire Station. The Mayor of Grey Forest spoke about the sign in front of the station belonging to the City since it was on City property. Unlike other times, that the Board had been told by the department leadership that it had been donated to GFAVFD, this was the first time that it had officially been stated that it was City property. Since the sign was not specifically addressed in the lease, the Board assumed it was included in the lease. Commission Reeves spoke about the incident related to the sign and the police involvement. Commissioner Reeves informed the Board that she had met with fellow Commissioner Hune, Mayor Reinhard and Ms. Nottingham on March 3, 2017. Results of that meeting were that the ESD and City Council would hold a joint workshop to address the sign issue and later would be added to the agenda of both entities. Commissioner Hune had already spoken to and supplied Mayor Reinhard with some possible dates for the joint meeting. Commissioner Hune suggested the possible date of 04-11-17. Commissioner Reeves made a motion that the City Council and the Board hold a workshop/meeting in April related to the sign and come to some type of*

*agreement. Commissioner Yates seconded the motion. Motion carried by a 4/0 vote in favor.*

11. Financials

- a. Review of the financial reports for the District. *The Board reviewed the financial reports for the District. Collections are running at the same pace as this period last year.*
- b. Authorization to pay the bills through March 31, 2017 Commissioner Reeves made a motion to authorize payment of the bills through March 31. Commissioner Yates seconded the motion. *Motion carried by a 4/0 vote in favor of.*
- c. Authorization to approve a request from the office of Mr. Albert Uresti, Bexar County Tax Assessor-Collector, waiving the Penalty and Interest fees associated with account no. 04565-102-0200 due to a clerical error at Bexar Appraisal District. Commissioner Reeves made a motion to approve the request. Commissioner Yates seconded the motion. *Motion carried by a 4/0 vote in favor of.*

12. Review the meeting plan and request for any additional items to be added to the next meeting agenda tentatively scheduled for April 4, 2017. This meeting will be held at the ESD No. 8 Fire Station at 18515 Scenic Loop Rd. Grey Forest, Texas 78023. *Ms. Baker from the collection firm of Linebarger Goggan Blair & Sampson will be added to the next meeting agenda.*

13. Adjourn. *With no further business before the Board, Commissioner Yates made a motion to adjourn. Commissioner Reeves seconded the motion. Motion carried by a 4/0 vote in favor of. Meeting adjourned at 8:49 P.M.*

**ATTEST:**

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Ms. Linda Logan  
Secretary

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Ms. Gloria Salinas  
Administrator