

**Bexar County  
Emergency Services District No. 8  
Special Meeting Minutes  
November 14, 2016  
6:30 P.M.**

The Bexar County Emergency Services District No. 8 conducted a meeting at 19215 Scenic Loop Road, Helotes, Texas 78023 on November 14, 2016 beginning at 6:30 P.M. The following was discussed:

1. Commissioner Reeves called the Bexar County Emergency Services District No. 8 Meeting to Order at 6:30 P.M. and established a quorum with Commissioners' Logan, Hune, Yates and Voss present as well.
  - a. The Pledge of Allegiance was recited.
2. Citizens to be heard (3 minute time limit per person.) There weren't any citizens signed up to speak during this segment.
3. Approval of Minutes from November 1, 2016 meeting. Commissioner Logan made a motion to approve the minutes. Commissioner Yates seconded the motion. Motion carried by a 5/0 vote in favor of.
4. Update, Discussion and appropriate action on the following;
  - A. Action to redefine payroll adjustment and incentives from the 11-01-16 meeting. Commissioner Logan made a motion to rescind the motion made at the 11-01-16 meeting related to pay for the firefighters which included incentives for full and part time firefighters. Commissioner Voss seconded the motion. Motion carried by a 5/0 vote in favor of.
    1. Full time employees. While there was discussion on item 4.A.1.a & 4. A1. b, no action was taken on these items.
      - a. Incentives – maximum and how applied. No action taken.
      - b. Longevity incentive. No action taken.
    2. Part time employees. The motion made in Item 4.A covered the part time employees as well.
      - a. 40-hour work week. Commissioner Reeves reminded all that the part time employees are paid overtime anytime that they work over 40 hours in a 7 day work week. They do not fall under the labor act that pays overtime over 53 hours.
      - b. Reduction of overtime. In an effort to rein in costs, every effort should be made to reduce or eliminate overtime where possible. There are sufficient part time personnel to spread the necessary slots that are currently utilizing overtime.
    3. Update pay scale. Two separate motions were made under this item. Commissioner Logan made a motion to increase the part time firefighters hourly rate by 10 % without any incentives retroactive to October 1, 2016. Commissioner Yates seconded the motion. Motion carried by a 5/0 vote in favor of.

Commissioner Hune made a motion to increase the full time firefighters by 10 % for a 106-hour work period in accordance with the Federal Labor Standards Act before overtime. Commissioner Logan seconded the motion. Motion carried by a 5/0 vote in favor of.

- B. Action to appoint the new Board members for GFAVFD. Under the new by-laws of the GFAVFD entity which gave ESD No. 8 full authority to appoint three new members to that Board, Commissioner Hune made a motion to appoint Commissioners' Reeves and Logan. Commissioner Yates seconded the motion. Motion carried by a 5/0 vote in favor of.
  - C. Action to proceed with the additional audit requirements for GFAVFD. Commissioner Reeves reviewed and summarized the additional audit requirements with the Chief and Mr. Don Reddout so that they could begin to compile the additional paperwork as needed.
  - D. Update on the signage for the District. Commissioner Reeves stated that the ESD should have 3 bids submitted by vendors over the course of the next week so that the Board can review the costs associated with the change of signage.
  - E. Action to sign the new engagement letters with Ms. Nixon to perform the required FY 2016 Audit. Commissioner Logan made a motion to authorize the signing of the engagement letters with Ms. Nixon to perform the required FY 2016 audit. Commissioner Yates seconded the motion. Motion carried by a 5/0 vote in favor of.
  - F. Action to hire Mr. Richard Krampe to perform accounting services including preparing financial statements for the audit. This item was deferred.
5. Determine agenda items for the next regular meeting tentatively scheduled for December 6, 2016. Some of the items that might be added to the next agenda will be discussion on having the fire station certified as a TCFP training facility.
6. Adjourn. Commissioner Hune made a motion to adjourn. Commissioner Yates seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting adjourned at 8:56 P.M.

ATTEST:

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Mr. Mario Hune  
Secretary/Treasurer

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Ms. Linda Reeves  
President