

**Bexar County  
Emergency Services District No. 8  
Meeting Minutes  
January 23, 2018  
6:30 P.M.**

**The Bexar County Emergency Services District No. 8 conducted a meeting at the Bexar 8 Fire Station located at 18515 Scenic Loop Road, Helotes, Texas 78023 on January 23, 2018 beginning at 6:30 P.M. The following was discussed:**

1. Commissioner Hune called the Bexar County Emergency Services District No. 8 Meeting to Order at 6:43 P.M. and established a quorum with Commissioners' Voss, Burke and Yates present. Commissioner Logan notified the Board that she would not be able to attend prior to the meeting.
2. Pledge of Allegiance was recited.
3. Citizens to be heard. (3-minute time limit per individual.) *There weren't any citizens signed up to speak during this segment.*
4. Approval of the minutes from the December 5, 2017 meeting. *It was requested that the word "few" be removed from the sentence in item 6.a. Commissioner Yates made a motion to approve the minutes. Commissioner Burke seconded the motion. Motion carried by a 4/0 vote.*
5. Chief's Report.
  - a. Run Report. *The Board questioned the response times on 2 calls and the Chief explained that the delay was due to gate entrances into the subdivisions.*
  - b. Informative items. *The Chief spoke about the Anaqua Springs structure fire and other incidents over the past month. The new rescue truck delivery date has been pushed back into February.*
6. Discussion and appropriate action on selecting an Auditor to begin the required FY 2017 District Audit. *The Board will be waiting for several other bids to be submitted before a decision is made. This item will be carried over to next month's meeting.*
7. Discussion and approval to sign the Frost Bank Third Party Agreement with the Bank of New York Mellon related to collateralization of District funds over the FDIC insured portion of \$ 250,000. *Commissioner Hune asked Commissioner Burke to review the agreement before the Board approves it. This item will be carried over to the next meeting.*
8. Financials:
  - a. Review of the financial reports for the District. *The Board reviewed the financial reports of the District.*
  - b. Approval to pay the bills through January 31, 2018. *Commissioner Yates made a motion to pay the bills. Commissioner Burke seconded the motion. Motion carried by a 4/0 vote.*
  - c. Update related to the payroll process and procedures. *The Chief is going to attempt to contact Ms. Hemphill of Comal County once more to assist with this item.*
  - d. Update on accounting policies and procedures. *The Administrator turned in 9 different financial policies to Commissioner Burke so that he could begin reviewing. There are still more policies that are being worked on and as they are completed will be sent to Commissioner Burke for his review.*

9. Review of the meeting planning tool. *There weren't any items to be added at this time to the meeting tool. There may be an update after the February workshop.*
10. Requests from the Board for any agenda items to consider at the next meeting scheduled for February 6, 2018. A workshop is also planned on this date to discuss the feasibility of a new fire station. *Current agenda items 6 and 7 will be on the agenda. A closed session with the District's attorney will also be added.*
11. Adjourn. *With no further business before the Board, the meeting was adjourned at 8:47 P.M.*

**ATTEST:**

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**Ms. Linda Logan**  
**Secretary**

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**Ms. Gloria Salinas**  
**Administrator**