

**Bexar County
Emergency Services District No. 8
Meeting Minutes
June 7, 2016
6:30 P.M.**

The Bexar County Emergency Services District No. 8 conducted a meeting at 19225 Scenic Loop Road, Helotes, Texas 78023 on June 7, 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 7:04 P.M. and established a quorum.
2. Citizens to be heard. (3-minute time limit per person.) There was one individual that spoke related to the patch for the firefighters' shirts.
3. Approval of Minutes from the May 3rd & May 10th, 2016 meeting. Commissioner Hooper made a motion to approve the minutes. Commissioner Kunz seconded the motion. Motion carried by a 3/0 vote in favor of.
4. Discussion, update and/or appropriate action on the following:
 - a. Audit – Status report on the GFAVFD Audit. There was no further updates from Ms. Nixon related to this item.
 - b. Chief's Report.
 1. Run Report. The Chief reported that unlike other areas in the County, ESD No. 8 did not report any lightning strikes. There was one water rescue that was necessary within the District.
 2. Other talking points. The Chief brought up that the water rescue equipment had to be replaced as the current equipment is not longer viable.
 - c. Authorization for The DeBerry Group to begin preparations on a sales tax election for the District. Mr. Marks will be presenting some proposals at the next Board meeting.
 - d. Authorization for The DeBerry Group to seek a waiver from the City of San Antonio (COSA) on the \$ 20,000.00 debt limit imposed upon ESD's in Bexar County. (This waiver is necessary so that the District can obtain a loan for the building of a fire station.) This item will be discussed at the next meeting.
 - e. Action to reaffirm a Board motion from the October 6, 2015 meeting (item 4.h) requesting that the fire department's administrator begin changing the name on all accounts into the District's name. A separate motion on this item will include that the District's legal address is P.O. Box 831358, San Antonio, Texas 78283. The name and address of the fire station is Bexar County ESD No. 8 Fire Station, 18515 Scenic Loop Road, Helotes, Texas 78023. Commissioner Hooper made a motion to reaffirm the past Board motion as mentioned above with a completion date no later than August 1, 2016. Commissioner Kunz seconded the motion. Motion carried by 3/0 vote in favor of.

1. **Authorization for the District's Administrator to obtain a DBA ("doing business as") in the name of the Bexar County ESD No. 8 Fire Department. Commissioner Kunz made a motion to authorize the Administrator to obtain a DBA on behalf of the District. Commissioner Hooper seconded the motion. Motion carried by a 3/0 vote in favor of.**
 - f. **Approval of the annual lease payment to Community Bank of Louisiana in the amount of \$ 16,000.00 for Engine 1. Commissioner Kunz made a motion approving the payment for the Engine. Commissioner Hooper seconded the motion. Motion carried by a 3/0 vote in favor of.**
 - g. **Discussion on QuickBooks Online. Commissioner Kunz made a motion to cancel Quickbooks Online and purchase backup for the files. Commissioner Hooper seconded the motion. Motion carried by a 3/0 vote in favor of.**
 - h. **Approval of a credit card agreement/policy for the District. Commissioner Reeves informed the Board that Mr. Ken Campbell was in the process of reviewing the credit card policy.**
 - i. **Approval of a logo and signage for the fire department. (This will be used on uniforms, vehicles and stations.) Commissioner Reeves will be working with the Chief in attempting to come up with a logo agreeable to all.**
 - j. **Authorization on the purchase of new/used computer laptops for use on the fire apparatus. Commissioner Hooper made a motion authorizing the purchase of a Toughbook laptop for the fire apparatus. Commissioner Kunz seconded the motion. Motion carried by a 3/0 vote in favor of.**
 1. **Appropriate action on a new tablet from Verizon Wireless that handles EMS patient care report. This item was deferred.**
 - k. **Authorization on the purchase of new tires for Engine #1. Commissioner Kunz made a motion to authorize the purchase of tires for Engine No. 1. Commissioner Hooper seconded the motion. Motion carried by a 3/0 vote in favor of.**
 - l. **Authorization for the District's Project Manager to proceed with the Cielo Vista fire station. Commissioners' Kunz and Hooper met with the Project Manager prior to the meeting to discuss options with Mr. Perez and how best to proceed. Commissioner Hooper made a motion to have Mr. Perez proceed with the Cielo Vista fire station. Commissioner Kunz seconded the motion. Motion carried by a 3/0 vote in favor of.**
5. **Financials.**
 - a. **Review of the financial reports. The Board reviewed the financial reports including expenditures and incoming revenues.**
 - b. **Authorization and approval for the District to pay routine bills through June 30, 2016. Commissioner Hooper made a motion to pay the routine bills. Commissioner Kunz seconded the motion. Motion carried by a 3/0 vote in favor of.**
 - c. **Update and appropriate action on the Bill Paying policy. Commissioner Kunz made a motion to approve the Bill Paying Policy. Commissioner Hooper seconded the motion. Motion carried by a 3/0 vote in favor of.**

6. **Determine agenda items for the next regular Board meeting tentatively scheduled for July 5, 2016. A few items were mentioned related to having a workshop sometime in the month of July dependent upon Board members vacation time.**
7. **Adjourn. Commissioner Hooper made a motion to adjourn. Commissioner Kunz seconded the motion. Motion carried by a 3/0 vote in favor of. Meeting was adjourned at 8:43 P.M.**

ATTEST:

**Ms. Linda Reeves
President**

**Ms. Gloria Salinas
Administrator**