



**Meeting Minutes**  
**November 7, 2022**  
**7:00 P.M.**

The Bexar County Emergency Services District No. 4 (ESD 4) conducted a meeting at 28036 Old Boerne Stage Road, Boerne, Texas, 78006 on Monday November 7, 2022, at 7:00 P.M. The following was discussed:

1. Commissioner Huber called the Bexar County ESD 4 Meeting to Order at 7:00 P.M. and established a quorum. Commissioner Surratt was unable to attend.
2. Citizen Public Forum. No citizens chose to speak.
3. The approval of the minutes from the October 13, 2022, and October 24, 2022, Board Meetings. Commissioner Rasmussen requested the date for the October 24, 2022, be corrected from 2021. Commissioner Haygood motioned to approve the October 13, 2022, and corrected October 24, 2022, Board Meeting Minutes. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of.
4. Leon Springs Fire Department (LSFD) Reports due to ESD 4. Summarized and reviewed the following with the Board.
  - a. Mr. Joe Costantino, LSFD Treasurer, presented the September 2022 Run Report by the Service Provider.
  - b. Assistant Chief Ramon presented the LSFD Chief's report and discussed the school fire safety program and National Night Out activities.
  - c. Mr. Costantino reviewed the LSFD expenditures for October 2022.
  - d. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSFD. Commissioner Haygood motioned to approve the reimbursement of the Service Providers expenses. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of.
5. Discussion and appropriate action on the following:
  - a. Mr. Gabe Perez, Perez Project Consulting, provided the status of the Station 132 construction. Construction is almost complete except for the floors and final punch list items which is 80 to 90% complete. An American with Disabilities Act compliance walk through, and Bexar Fire Marshall Certificate of Occupancy are still required. The resolution of the floor issues will require approximately two to three weeks to complete, and a final station deep cleaning will be required after the grinding of the floors. Completion is anticipated mid-December 2022.
  - b. Mr. Perez reviewed the presented invoices. Commissioner Rasmussen motioned to authorize payment of the invoices presented. Commissioner Haygood seconded the motion. Motion carried by a 4/0 vote in favor of.

- c. The Board was provided with the status of the LSFDFire Chief search. The LSFDFire Board will be appointing committee members at their November 8, 2022, meeting. The LSFDFire members will coordinate meetings with Commissioners Lopez-Maddox and Haygood on the development of the position qualifications.
  - d. The Board discussed the possibility of conducting patient transport and the status of the Bexar County Hospital District contract with Acadian. The Board requested additional information on what other ESDs are doing for patient transport. Division Chief Maldonado agreed to put together some information for presentation at the December 2022 Board meeting.
  - e. Mr. Charles Laljer, Administrator, and Division Chief Maldonado discussed the status of capital equipment procurement for the District. The highlights are:
    - The Station 134 air conditioning upgrade is still receiving bids
    - The Station 134 multi-band radio is being procured through Motorola
    - Wildland protection equipment, replacement airbags for lifting vehicles, and rescue equipment (ropes, helmets, etc.) will be procured as sets of different pieces of equipment
    - LSFDFire has received a proposal of \$50,000 for the purchase of two Lucas automated CPR devices from Stryker. Stryker is the only company that manufactures the Lucas devices; hence the procurement is sole source.

Commissioner Haygood motioned to purchase the two Lucas devices. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of.
  - f. Reviewed the proposal for a combined ESD 4 and LSFDFire logo.
  - g. Mr. Laljer highlighted to open invitation for Commissioners to ride along with the LSFDFire First Responders to witness their activities.
  - h. LSFDFire discussed that they have instituted real time inventory tracking and e-mailed a copy to the ESD.
6. Financial discussions and appropriate action:
    - a. Mr. Laljer reviewed the November 2022 financial report.
    - b. The outstanding bills owed by ESD 4 were reviewed.
    - c. Action by the Board on approving payments by ESD 4. Commissioner Rasmussen motioned to approve the ESD 4 payment requests. Commissioner Haygood seconded the motion. Motion carried by a 4/0 vote in favor of.
  7. Determine date, time, and possible agenda items for the next meeting. The Board will meet with other Bexar County ESDs for a Legislative Roundtable on Tuesday, November 15, 2022, at the Freeman Coliseum. The next regularly scheduled Board meeting will be Monday, December 5, 2022.
  8. Adjourn. With no further business before the Board, Commissioner Rasmussen made a motion to adjourn. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 4/0 vote in favor of. Meeting was adjourned at 8:32 P.M.