

Bexar County
Emergency Services District No. 10
Meeting Minutes
April 10, 2020
7:00 P.M.

Effective March 16, 2020 Governor Gregg Abbott authorized the temporary suspension of some of the statutory provisions of the Texas Open Meetings Law. This Meeting of the Bexar County Emergency Services District No. 10 Board of Commissioners is being held pursuant to this authorization and will limit face-to-face meetings to slow the spread of the Corona Virus (COVID19).

Note: The board meeting will be held via Zoom. Members of the public may access this meeting by the going to <https://us04web.zoom.us/j/739704082> You can utilize your computer audio for free or may dial in (346) 248-7799 the Meeting ID is : 739 704 082.

Bexar County Emergency Services District No. 10 conducted a meeting at the Bexar County ESD Station # 1 Fire Station located at 6658 E. Houston on April 10, 2020 beginning at 7:00 P.M. The following was discussed;

1. **Call the Bexar County Emergency Services District No. 10 Meeting to Order and establish a Quorum.** President Kelley called the meeting to order at 7:03 PM and established a quorum. President Kelley and Commissioner Lazar were remote via zoom and Commissioner Yates was present at the ESD station. All material to be discussed was displayed via the Zoom session.
2. **Citizens to be heard. (3-minute time limit per person)** No citizens to be heard.
3. **Updates from Chris Herrera, BCOEM.** Chris provided an update on how Bexar County was addressing the COVID 19 situation. Chris also reminded the board of the HB 3834 training that is required of each Commissioner.
4. **Approval of the meeting minutes from the March 6, 2020 meeting.** Commissioner Yates made a motion to approve the minutes with a second from Commissioner Lazar. Motion carried 3/0.
5. **Discussion and appropriate action on extending the Emergency Order Number 1, Public Health Emergency related to COVID, issued by President Kelley on March 3rd 2020.** Chief Hogan provided an update to the board on the departments readiness to address the Pandemic. The Commissioners discussed the Emergency Order and Commissioner Lazar made a motion to adopt and extend the order until the next meeting on May 8th 2020, second by Commissioner Yates. Motion carried 3/0.
6. **Discussion and appropriate action regarding the portable office trailer for Acadian use.** Chief Hogan provided an update on Acadian posting at our station with a 24-hour crew truck. Purchasing a trailer would cost \$12,000 and he suggested to rent a trailer for \$335 a month. Commissioner Yates made a motion to rent a trailer, second by Commissioner Lazar. Motion carried 3/0.
7. **Discussion and appropriate action regarding ESD Commissioner Training related to Security Training per HB3834.** Chief Hogan found an online training from JDEC for \$65 for 30-minute session. Commissioner Lazar made a motion to pay for the training for all essential employees from JDEC, second by Commissioner Yates. Motion carried 3/0.
8. **Discussion and appropriate action to approve a one-time appreciation stipend to full-time, part-time and volunteers who have worked during the month of March.** Chief Hogan presented a plan to pay a one-time appreciation stipend of \$300 full-time, \$200 for part-time and \$100 for volunteers who worked for the department in the month of March. Commissioner Yates made a motion to approve the stipend, second by Commissioner Lazar. Motion carried 3/0.

9. **Discussion, updates and/or action on the following items;**
 - a. **Command Staff Report – Given by Fire Chief Robert Hogan**
 - **Run report.** No questions were asked.
 - **Update on the Elmendorf station.** Chief Hogan provided an update that the water line was completed and that foundation dig out is in progress.
 - **Update on the pending litigation with the City of San Antonio** Chief Hogan received an up date from the District lawyer that all dates have been extended due to COVID 19.

10. **Financial Report.**
 - a. **Review of Tax Revenues received to date.** No questions were asked, Chief Hogan did advise the district may face a budget shortfall due to COVID, the amount is potentially \$200,000 but was to early to determine.
 - b. **Review and appropriate action to pay the bills for the District.** Commissioner Lazar made a motion to pay the bills for the district as presented, second by Commissioner Yates. Motion carried 3/0.
 - c. **Appropriate action on transferring funds as required between accounts.** Commissioner Yates made a motion to transfer \$38,000 from Truck and Equipment MMA to T&E checking, second by commissioner Lazar. Motion carried 3/0. Commissioner Yates made a motion to transfer \$8,800 from the building MMA to the building checking, second by Commissioner Lazar. Motion carried 3/0.
 - d. **Action to approve the payroll for the district.** Commissioner Lazar made a motion to approve the payroll, second by Commissioner Yates. Motion carried 3/0.

11. **Determine date, time and possible agenda items for next meeting. The next tentatively scheduled meeting will be on May 8, 2020.** No objections were made to the date.

12. **Adjourn.** Commissioner Lazar made a motion to adjourn, second by Commissioner Yates. Motion carried 3/0 and the meeting was adjourned at 7:54 PM.

Attest