



P.O. Box 683  
Clint, Texas 79836

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## **SPECIAL MEETING MINUTES**

**Date:** Thursday, May 24, 2018

**Time:** 6:00 PM

**Place:** El Paso County Emergency Services District #2 – Board Room  
100 S. San Elizario Rd., Suite N  
Clint, Texas 79836

**Posted:** Friday, May 18, 2018

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All matters listed on this agenda may be discussed in executive session at the option of the El Paso County Emergency Services District #2 Commissioners following verbal announcement if an appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

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1. Call meeting to order.  
Meeting was called to order by Mariana Navarrete at 6:00 P.M.

### Pledge of Allegiance

2. Establishment of Quorum  
Present was President Adrian Santana, Vice President Michael Diaz, Secretary Jacqueline Butler, Commissioner Michael Barnes. Absent was Treasurer Rick Avalos.
3. Public comments, must notify the board to speak on certain agenda items.  
(5 minutes) Sign-in sheet provided.

### Regular Agenda

4. Discuss and Develop Organizational Structure for District Employees.  
*Submitted By: Tommy Cano, Human Resources*  
No Motion Needed, Informational Purposes Only



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5. Discuss and Develop Job Duties and Responsibilities for Department Heads;  
District Administrator and Chief Fire Marshal

*Submitted By: Tommy Cano, Human Resources*

No Motion Needed, Informational Purposes Only

Adjournment.