

Bexar County
Emergency Services District No. 10
Meeting Minutes
October 11, 2019
7:00 P.M.

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 October 11, 2019 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 7:05 P.M. and established a quorum with Commissioners Yates and Lazar present.
2. **Citizens to be heard. (3 minute time limit per person)** Chris Herrera provide a review of the meeting with OEM that Chief Hogan and Commissioner Yates attended on the radio project and station alerting.
3. **Approval of the meeting minutes from the September 6, 2019 meeting.** Commissioner Lazar made a motion to approve the minutes, second by Commissioner Yates. Motion carried 3/0.
4. **Action to amend the 2018-2019 FY Budget.** Commissioner Yates made a motion to amend the recommended changes to the prior year budget, second by Commissioner Lazar. Motion carried 3/0.
5. **Discussion and appropriate action to purchase PSTRax application for electronic tracking of apparatus & equipment on the apparatus.** Chief Hogan presented PSTRax software that would convert truck, SCBA and PPE checks from paper to electronic. Commissioner Yates made a motion to sign the contract with PSTRax with the cost up to \$5000.00, second by Commissioner Lazar. Motion carried 3/0.
6. **Discussion and appropriate action on waiver request from Bexar County for penalties on tax account 05051-010-0055 due to an error from Bexar County.** Commissioner Lazar made a motion to approve the waiver in the amount of \$4.86, second by Commissioner Yates. Motion carried 3/0.
7. **Discussion on phase 1, 2 & 3 of the capital improvement.** Chief Hogan presented the Phase 1, 2 and 3 plan and indicated all Phase 1 items were complete or in process. Phase 2 items, would remove for now the Medium duty rescue and would obtain cost for the other items and would start working on land for Station 1 as part of Phase 3.
8. **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 and new trucks** Chief Hogan advised we were all set for the Groundbreaking on October 20th. Chief Hogan advised Scott and himself would be traveling to KME for an inspection on the trucks. Delivery is expected around Thanksgiving.
9. **Action to amend the FY 2018 - 2019 budget as needed.** Duplicate to number 4, no action taken.
10. **Financial Report.**
 - a. **Review of Tax Revenues received to date.** No questions were asked.
 - b. **Review and appropriate action to pay the bills for the District.** Commissioner Lazar made a motion to pay the bills, 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 \$30,500 from the equipment MMA to the equipment 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 November 8, 2019.** The Commissioners agreed to the tentative date.

12. **Adjourn** With no further business, Commissioner Lazar made a motion to adjourn, second by Commissioner Yates. Motion carried 3/0 and the meeting was adjourned at 8:14 PM.

Attest _____