



**Meeting Minutes
December 5, 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 December 5, 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.
2. Citizen Public Forum. No citizens chose to speak.
3. The approval of the minutes from the November 1, 2022; November 7, 2022; November 15, 2022; and November 29, 2022, Board Meetings. Commissioner Surratt motioned to approve the Board Meeting Minutes. Commissioner Haygood seconded the motion. Motion carried by a 5/0 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 October 2022 Run Report by the Service Provider.
 - b. Assistant Chief Ramon presented the LSFD Chief's report and discussed the Community Health Paramedic activities and training conducted during the month
 - c. Mr. Costantino reviewed the LSFD expenditures for November 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 5/0 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. The inspection for Americans with Disability Act (ADA) compliance was conducted and the report is forthcoming. The floor epoxy has been applied, however the work crew walked on the floor while it was still tacky and left prints requiring additional work. Also, the vent hood over the stove was set too high and requires correction. As the subject issues are not related to the General Contractor, the Board concurred that the accrual of liquidated damages would cease on November 11, 2022. Mr. Perez is seeking to have the station completed by the end of the month.
 - 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 5/0 vote in favor of.

- c. The Board discussed joining the Consortium of Bexar County ESDs for the promotion of favorable legislation. Two formation meetings have occurred, and additional meetings are planned. The Board agreed that it would be in the best interest of the District to be part of the Consortium pending the review of the formation documentation. Commissioner Rasmussen motioned that Commissioner Haygood should be the primary ESD 4 representative at the formation meetings with Commissioner Huber as back-up. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 5/0 vote.
 - d. The Board discussed the status of the new pumper truck procurement. Assistant Chief Ramon mentioned that there is one bid in-house and two additional pending bids. The Board determined that a two-tone color scheme of black top and blue stripe was preferred.
 - e. Division Chief Maldonado presented an analysis of alternatives for conducting patient transport. The Board discussed the possibilities and would like to continue to explore options for transport. The Board requested that transport be incorporated into the 2023 5-year planning.
 - f. Commissioner Huber, Mr. Laljer, and Assistant Chief Ramon discussed the meeting with the City of Fair Oaks Ranch on potential upgrades to Station 420 for both the short-term and long-term housing of personnel. A list of upgrades is being prepared by Assistant Chief Ramon for the immediate housing of personnel to be provided to the City of Fair Oaks Ranch in January 2023.
6. Financial discussions and appropriate action:
 - a. Mr. Laljer reviewed the December 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 Surratt motioned to approve the ESD 4 payment requests. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
 7. Commissioners Lopez-Maddox and Haygood discussed the status of the LSFDFire Chief search. The qualification requirements are ready to be posted once a final salary range is determined. The opening will be posted for approximately two-weeks.
 8. The Board entered Executive Session at 9:49 P.M. to discuss the available budget for personnel.
 9. The Board re-entered the open session at 10:05 P.M.
 10. Determine date, time, and possible agenda items for the next meeting. The next regularly scheduled Board meeting will be Monday, January 9, 2023.
 11. Adjourn. With no further business before the Board, Commissioner Surratt made a motion to adjourn. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 10:06 P.M.