



Meeting Minutes January 8, 2024 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 January 8, 2024, at 7:00 P.M. The following was discussed:

1. Commissioner Haygood called the Bexar County ESD 4 Meeting to Order at 7:00 P.M. and established a quorum. All Commissioners were present.
2. Citizen Public Forum. Mr. Chris Herrera from the Bexar County Fire Marshall's Office spoke. He discussed reappointment of Commissioners, tracking of Commissioner training, ESD websites, and Automated Vehicle Locating (AVL) dispatch.
3. The approval of the minutes from the December 4, 2023, Board Meeting. Commissioner Lopez-Maddox motioned to approve the Board Meeting Minutes from December 4, 2023. Commissioner Huber 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. Chief Ramon presented the LSFD Chief's report and discussed:
 - The Monthly Run Report
 - Significant incidents
 - Training
 - Pre-plan inspections by the department
 - Community Health Paramedic activities
 - Public relations
 - District vehicles – The Cisco, TX Volunteer Fire Department has tendered an offer of \$75,000 to purchase Rehab 134. Commissioner Rasmussen motioned to accept the offer. Commissioner Huber seconded the motion. Motion carried by a 5/0 vote in favor of.
 - Automated Vehicle Location – The LSFD attended a second formal meeting. The ESDs present were not willing to commit to minimum staffing levels. The ESD 4 is in a unique position bordering Kendall County and Boerne, TX dispatch for the City of Fair Oaks Ranch. A software program may be required to monitor dispatching of calls by Boerne.
 - Sharps Drop-off – Chief Ramon stressed that LSFD is not a Sharps drop-off location and that some pharmacies have been providing incorrect information to customers. LSFD has prepared corrected information and provided it to local pharmacies.
 - Commissioner Haygood asked about current Fiscal Year (FY) personnel hiring. LSFD is on track and has hired six additional personnel for FY2024. 12 additional

personnel will be hired in FY2025. Specific timing of the hiring (advertise, interviews, offers, etc.) will be discussed later in the spring during FY2025 budget discussions. Hiring will support the start of medical transport in the October to December 2024 timeframe. Acadian will be notified through the County and City of Fair Oaks Ranch that the ESD will be the primary medical transport provider.

b. Mr. Joe Costantino reviewed the LSF D expenditures for December 2023.

5. Discussion and appropriate action on the following:

- a. The Board discussed the retention of Mr. Gabe Perez, Perez Project Consulting, to assist with the construction of utilities and interfacing with the Architect for a new fire station design support for the Ranchland View property. Commissioner Rasmussen motioned to retain Mr. Perez for project consulting. Commissioner Lopez-Maddox seconded the motion. Motion carried by a 5/0 vote in favor of.
- b. Mr. Perez discussed the status of the Ranchland View property and meeting with Colliers Engineering on the construction of sewer and water service to the property. The sewer service will have to be provided under IH-10, hence continued work on the design and permitting is a priority. The Board discussed the need for a Commissioner to execute utility service agreements for the projects. Commissioner Lopez-Maddox motioned that Commissioner Haygood be authorized to execute utility service agreements. Commissioner Huber seconded the motion. Motion carried by a 5/0 vote in favor of.

Mr. Perez is continuing to review the proposal from RVK Architects and will be reaching out to them to discuss specific items in their proposal. A standard ESD contract has been provided to RVK for review.

- c. Discussion of billing for medical transport was tabled until the February 2024 Board meeting.
- d. Discussion on the National Fire Protection Association Firewise program was tabled until the February 2024 Board meeting.
- e. Mr. Charles Laljer, Administrator, had no new information to discuss on the merger of the ESD and LSF D.

6. Financial discussions and appropriate action:

- a. Mr. Laljer reviewed the outstanding bills owed by ESD 4.
- b. Action by the Board on approving payments by ESD 4. Commissioner Surratt motioned to approve the ESD 4 payment requests. Commissioner Huber seconded the motion. Motion carried by a 5/0 vote in favor of.

7. The Board entered into Executive Session at 8:33 P.M. per Section 551.071 of the Government Code to consult with the Board's Attorney on the Sabinal Group Lawsuit.

The Board re-entered its regular session at 8:56 P.M.

8. The Board discussed the acceptance of the proposed mediation settlement of The Sabinal Group Lawsuit. Commissioner Surratt motioned to proceed as deliberated.

Commissioner Lopez-Maddox seconded the motion. Motion carried by a 3/2 vote in favor of.

9. Mr. Laljer reviewed the ESD 4 financial report for January 2024.
10. Determine date, time, and possible agenda items for the next meeting. The next regularly scheduled Board meeting will be Monday, February 5, 2024.
11. Adjourn. With no further business before the Board, Commissioner Huber made a motion to adjourn. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of. The meeting was adjourned at 9:20 P.M.