

**Bexar County  
Emergency Services District No. 10  
Meeting Minutes  
January 9, 2021  
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://us02web.zoom.us/j/81329127079> You can utilize your computer audio for free or may dial in (346) 248-7799 the Meeting ID: 81329127079

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 January 9, 2021 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 7:02 PM and established a quorum with Commissioners Yates and Lazar present.
2. **Approval of the meeting minutes from the December 11, 2020 meeting.** Commissioner Yate made a motion to approve the meeting minutes, second by Commissioner Lazar. Motion carried 3/0.
3. **Discussion and appropriate action to signed the engagement letter for the 2020 audit.** Commissioner Lazar made a motion to sign the engagement letter with Armstrong & Vaughn at a cost of \$11,000, second by Commissioner Yates. Motion carried 3/0.
4. **Discussion and appropriate action regarding the audit findings for FY 2019.** Chief Hogan provided the audit findings, the financials were positive. 2 Audit findings were discussed, the first was the review signature on credit card breakdowns. The second was the FDIC insurance not covering the entire balance in the bank. Van Carter from Frost bank reviewed collateral funds option with the board to be able to correct the finding. Commissioner Lazar made a motion to proceed with collateral funds with Frost Bank, second by Commissioner Yates. Motion carried 3/0.
5. **Discussion and appropriate action on members signing up with AFLAC and having payroll deductions.** Commissioner Yates made a motion to allow payroll deductions from AFLAC for full-time employees and direct debit for part-time and volunteers, second by Commissioner Lazar. Motion carried 3/0.
6. **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. Chief showed the improvement of the new station in response times.
    - **Update on the Elmendorf station.** All items have been completed with the exception of the covered parking which is pending completion.
    - **Update on the pending litigation with the City of San Antonio** Chief provided an update that court date is scheduled mid-February.
    - **COVID updates** PPE stock is at a good level. Calls continue to come in. No new absences from COVID.
    - **Personnel updates** Chief Hogan provided an update on LT Brooks having cancer and asked the board if a gofund me was set up and Chief reviewed the content, if there were any concerns. No concerns were expressed.

7. **Financial Report.**
  - a. **Review of Tax Revenues received to date.** No concerns were expressed.
  - b. **Review and appropriate action to pay the bills for the District.** Commissioner Lazar made a motion to pay the bills for the district, second by Commissioner Yates. Motion carried 3/0.
  - c. **Appropriate action on transferring funds as required between accounts.** Commissioner Lazar made a motion to transfer \$27,351.41 from the building checking to the general fund, second by Commissioner Yates. 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.
8. **Determine date, time and possible agenda items for next meeting. The next tentatively scheduled meeting will be on February 12, 2021.** No concerns with the tentative date.
9. **Adjourn** With no further items, Commissioner Lazar made a motion to adjourn, second by Commissioner Yates. Motion carried 3/0 and the meeting was adjourned at 8:10 P.M.