

**Bexar County
Emergency Services District No. 1
Meeting Minutes
February 25, 2020
5:00 P.M.**

The Bexar County Emergency Services District No. 1 conducted a meeting at the Bexar County Emergency Services District No. 1 Office, located at 8275 FM 78, Suite 2, Converse, Texas 78109. The following was discussed;

1. Commissioner Murphy called the Bexar County Emergency Services District No. 1 Meeting to Order at 5:00 P.M. and established a quorum with all three members present.
2. Citizen Forum. (3-minute time limit per individual.). There weren't any citizens signed up to speak during this segment.
3. Approval of the meeting minutes from the December 16, 2019 meeting. (No meeting was held in January). Commissioner Hogan made a correction to the minutes that the CPA be paid no more than \$ 7,000 for the FY 2019 Audit as shown on the FT 2020 Budget line item. Commissioner Hogan made a motion to approve the minutes as amended. Commissioner George seconded the motion. Motion carried by a 3/0 vote in favor of.
4. Fire Chief's Report.
 - a. Run Report. The Chief discussed the Run Report with the Board and answered a few questions.
 - b. Upcoming events. The Chief informed the Board about the recent TCFP inspections and how the department did well. Mention was also made about a baby delivered by the railroad tracks as the baby wasn't going to wait to arrive at the hospital.
5. Discussion, update and appropriate action related to the Interlocal Agreement with the City of Converse. After much discussion between the Board and the Mayor of Converse who was in attendance, Commissioner Hogan was insistent on reducing the Agreement to a one-year period. With the City of Converse Mayor, City Manager and the Fire Chief noting that should the ESD be unable to meet its financial obligation due to instances beyond its control, the City will always work with the District to ensure that service is not disrupted and the amount reduced as necessary. It was also noted that the City had continued to honor its commitment to the District by providing service without a signed Agreement since October 1, 2019. Commissioner George made a motion to approve the Agreement for a three-year period as opposed to the one-year period. With Commissioner Hogan not agreeing to the extension, Commissioner Murphy stepped up and seconded the motion. Motion carried by Commissioners' Murphy and George voting in favor and Commissioner Hogan voted against. Motion carried by a 2/1 vote.

6. Update on the status of the motion made and approved by the Board instructing Commissioner Hogan to transfer full access to the website, email accounts and domain name(s) from GoDaddy or any other internet service provider to the Administrator so that the District's website can be updated and brought to State compliance as required by January 1, 2020. Commissioner Hogan made mention that he had an issue in trying to get GoDaddy to transfer the email accounts to the Administrator. This forced the Administrator to open a new account with the ESD1.org domain and lose all of the existing emails that Commissioner Hogan was unable to transfer to the new account.
 - a. Approval to purchase or extend web hosting from GoDaddy for the next 12 months. Commissioner Hogan made a motion to purchase the necessary hosting to get the ESD website back onto the internet. Commissioner George seconded the motion. Motion carried by a 3/0 vote.
7. Update on the status of the FY 2019 Audit for the District.
 - a. Hiring of a temporary bookkeeper to compile and verify the fiscal year end income, expenditures and prepare the financials prior to the FY 2019 Audit. The Board decided against the hiring of a temporary bookkeeper. Mr. Chris Herrera will be checking with the Bexar County Auditor's Office to see if this step would be necessary.
8. Financial Reports.
 - a. Review of the Financial Reports for the District. The Board reviewed the financial reports of the District.
 - b. Approval of payments for the District through March 31, 2020. Commissioner Hogan made a motion to approve the payments for the District through the end of March. Commissioner George seconded the motion. Motion carried by a 3/0 vote.
 - c. Approval to certify the 2019 Tax Roll as presented by the Bexar County Appraisal District to ESD No. 1. This item was deferred.
9. Determine date, time and possible agenda items for the next Board meeting. The next meeting is tentatively scheduled for March 17, 2020.
10. Adjourn. With no further business before the Board, Commissioner Hogan made a motion to adjourn. Commissioner George seconded the motion. Motion carried by a 3/0 vote. Meeting was adjourned at 5:49 P.M.

ATTEST:

Ms. Stacy George
Secretary/Treasurer

Ms. Gloria Salinas
Administrator