

**Bexar County
Emergency Services District No. 12
Meeting Minutes
November 13, 2024
6:00 P.M.**

The Board may go into Closed Session on any agenda item, if permitted under Chapter 551 of the Texas Government Code. In such event, the Board President will announce the applicable Government Code Section prior to the Board going Into Closed Session.

The Bexar County Emergency Services District No. 12 will conduct a meeting at the Bexar County ESD 12 Fire Department Station 191 located at 14229 FM 1346, St. Hedwig, Texas 78152 the following was discussed;

1. Call the Bexar County Emergency Services District No. 12 Meeting to Order.

Called to order at 6:09 PM.

2. Establish Quorum.

Four Commissioners present.

- President Todd Strzelczyk
- Secretary Bradley Chambers
- Treasurer Alex Pena
- Assistant Treasurer John Latka

One Commissioner not present when called to order – Vice President Joe Ochoa

3. Approval of Meeting Minutes from October 9, 2024.

Commissioner Bradley Chambers made a motion to approve the minutes as presented. Commissioner Alex Pena seconded the motion. Approved unanimously.

4. Citizens Public Forum. (3 minutes time limit per individual)

None.

5. Financial Report.

- a. Discussion and review of the Financial Report and tax revenue collected to date.**

Review and discussion of Financial Outlook through Calendar Year 2024

Review and Discussion of Profit and Loss Budget vs Actual

No Action taken.

b. Discussion and action on approving payment of all District bills for the month including payroll.

Review of bills and checks.

Commissioner Bradley Chambers made a motion to approve all District Bills for the month including payroll at a total of \$218,227.94. Commissioner Joe Ochoa seconded the motion. Approved unanimously.

c. Discussion and action on approving payments from loan account.

No action taken.

**d. Discussion and possible action on the districts reserve account.
(Commissioner Alex Pena)**

No action taken.

6. Report on items of interest to the Board by the Fire Chief. (There may be discussion on the following items.)

A. Run reports on calls for District and other items of interest.

Fire Chief L. Padalecki provided a run report and answered questions regarding burn ban regulations and rules regarding agricultural burning.

7. Discussion with Bexar County Fire Marshal's Office or the Emergency Management Coordinator on the growth in the area and other items of interest to the District within the boundaries of ESD No. 12 and the surrounding area and any upcoming training opportunities.

No representative present.

**8. Discussion and possible action on budget amendment for budget 2024 – 2025.
(Commissioner John Latka)**

Commissioner John Latka made a motion to table. Commissioner Bradley Chambers seconded. Approved unanimously.

9. Discussion and possible action on ESD holiday event for board member and staff of ESD. (ESD Ops. Manager)

ESD Operations Manager L. Padalecki Jr. discussed having a Holiday event for staff. Possible dates were discussed about the event included December 14, December 21 or December 28.

Commissioner John Latka made a motion to allow the ESD Operations Manager to move forward in planning the holiday event. Commissioner Alex Pena seconded the motion. Approved unanimously.

10. Discussion and possible action on attending SAFE-D conference in February 2025 in Round Rock Texas. (ESD Ops. Manager)

Discussion regarding attending the SAFE-D Conference in February 2025 located in Round Rock, Texas. Sanchez & Wilson PLLC recommends attendance for Commissioners. If attending, advise ESD Operations Manager L. Padalecki Jr.

11. Discussion and possible action on a hiring committee to hire the assistant administrator. (Commissioner Todd Strzelczyk)

Commissioner Todd Strzelczyk announced the meeting was to go into Closed Session under Texas Government Code 551.074 at 6:52 PM. Commissioner Todd Strzelczyk announced the Board was resuming an open meeting at 7:08 PM.

Commissioner John Latka made a motion to form a hiring committee consisting of Todd Strzelczyk, Bradley Chambers and L. Padalecki Jr.. Seconded by Commissioner Alex Pena. Approved unanimously.

Commissioner John Latka made a motion to move forward as discussed in closed session related to job posting. Seconded by Commissioner Alex Pena. Approved unanimously.

12. Discussion, update, and possible action on design, cost, permits and any actions regarding the FM 1518 property station and administration offices.

Site sketch should be completed in the upcoming week and discussion about acreage will be discussed. No action taken.

13. Discussion and possible action on allowing new EMS provider for University Health system, to house units in Bexar County ESD 12 Fire Stations.

ESD Operations Manager L. Padalecki Jr., informed the Board that a new EMS Provider will be coming to Bexar County. The County Contract provider through the Hospital District will be Allegiance EMS. Allegiance EMS is seeking to post an ambulance at Station 192 and possibly Station 191. General Discussion.

Commissioner Bradley Chambers made a motion to direct the ESD Operations Manager to move forward in exploring options with Allegiance EMS regarding an MOU. Commissioner John Latka seconded the motion. Approved unanimously.

14. Discussion, update, and possible action Association of Emergency Services Districts of Bexar County.

ESD Operations Manager L. Padalecki Jr., provided an update on the legislative efforts of the Association of Emergency Services Districts of Bexar County.

15. Discussion and possible action on Vehicles to be sold or purchased as the district see the needs.

ESD Operations Manager L. Padalecki Jr., advised that a down payment was received for Engine 192 and will finalize details on delivery of the truck to the buyer.

16. Discussion and possible action on ESD policies on paying bills, payroll, and any other matter that pertains to Bills.

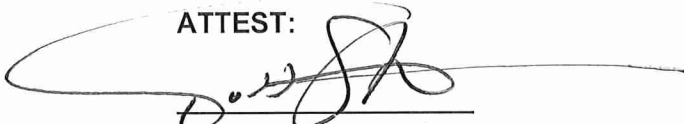
No action taken.

17. Determine date, time, and possible agenda items for the next regular meeting. The next regular meeting is tentatively scheduled for December 11, 2024.

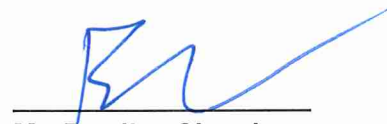
18. Adjourn.

Motion to adjourn by Commissioner Alex Pena at 7:10 PM. Commissioner Bradley Chambers seconded the motion. Approved unanimously.

ATTEST:



Mr. Todd Strzelczyk
President
Bexar County ESD No. 12



Mr. Bradley Chambers
Secretary
Bexar County ESD No. 12