

MINUTES
REGULAR MEETING
ATASCOSA COUNTY EMERGENCY SERVICES DISTRICT NO. 1
March 18, 2025

The Board of Commissioners of Atascosa County Emergency Services District No. 1 conducted a Regular Meeting at 15078 Main Street, Lytle, TX 78052 on March 18, 2025 at 6:00 PM.

- 1) **Call the Atascosa County Emergency Services District 1 meeting to order and establish a quorum.**

Meeting was called to order at 6:03 pm and a quorum was established. Board members in attendance were Lee Redoux, Nikki Fuentes, and Kenneth Steffens. Jose Ramirez was absent.

- 2) **Invocation: Pledge of Allegiance to the American Flag.**

Pledge recited.

- 3) **Oaths of Office**

Oaths of Officer were taken by Commissioner Nikki Fuentes, Lee Redoux, Kenneth Steffens, and Gabriel Gonzalez.

- 4) **Citizens to be heard: This item will be open for a maximum of 30 minutes with 3 minutes per speaker. (If there are more than 10 speakers, each will be given 2 minutes.)**

There was no one present for comment.

- 5) **Consent items:**

- a) **Approval of Minutes**

- i. **February 18, 2025 Regular Meeting**

- b) **Review and Approval of Financials**

- i. **February 18, 2025 to March 18, 2025**

Commissioner Steffens moved to approve the consent agenda items.

Commissioner Redoux seconds. Motion passed.

- 6) **Chief's Report; including request for funds, if any; and Department and Operations report with action taken as necessary.:**

Chief Garcia reported that the Department responded to 5 calls within the District with a 8:27 minute response time and 3 calls outside the District with a 15:35 minute response time. Chief Garcia reported that the in District time was slightly up due an extended response time to a house fire that was far off the public roadway on private property. Chief Garcia reported that the Department completed 64 hours of training for the month of February and that 4 members were currently in an EMT program. Chief Garcia reported that 2 brush trucks were currently out of service with a fuel issue and tire issue, but that quotes for the repairs were being prepared. Chief Garcia reported that the Department will be requesting funds at the next ESD meeting due to increased repair cost this year.

Lastly Chief Garcia went out a recent Department issue where a secret group message amongst several members was discovered that was both sexual and racial in nature towards other Department members. Chief Garcia reviewed with the ESD Board the process the Department took to address the issues; the corrective action plan the Department approved and also the complaint process the Department conducted with the general findings. The ESD Board

consulted legal to see if anything should be addressed by the ESD Board, but were advised that the Department was contractor of the ESD and that if there were no contractual issues then the Board should not get involved.

7) Action items: Consider, discuss, and action as appropriate.

a) Discussion, consideration and possible action regarding Service Provider Contract with Lytle VFD.

General Manager Dear informed the Board that he missed putting the new Service Provider Contract on the agenda in September 2024 for consideration therefor the Department was on a month to month. General Dear informed the Board that the contract terms were exactly the same as the previous.

Commissioner Fuentes moved to approve the Service Provider Contract with Lytle VFD and to back date it for coverage from October 1, 2024.

Commissioner Fuentes Seconds. Motion passed.

c) Discussion, consideration, and possible action regarding approval of Resolution updating signatories on all Lytle State Bank accounts.

Commissioner Gonzales moved to approve the Resolution naming Dominique “Nikki” Fuentes, Kenneth Steffens, Lee Redoux, Jose Ramirez and Gabriel Gonzalez as authorized signatories and to waive its reading.

Commissioner Redoux Seconds. Motion passed.

d) Discussion, consideration, and possible action regarding authorizing the transfer of \$63,185.92 from Capitol Outlay (XXX310) to Checking (XXX588).

General Manager Dear informed the Board that he needed the authorization for the transfer which was related to the purchase of the SCBAs approved at the February 18, 2025 meeting.

Commissioner Steffens moved to authorize the transfer.

Commissioner Gonzalez Seconds. Motion passed.

e) Discussion, consideration, and possible action regarding the purchase of Fixed Asset Tags (\$293.75) and authorize the use of Debit Card for purchase.

General Manager Dear informed the Board that the purchase was needed so that the new SCBAs could be tagged as property of the ESD.

Commissioner Steffens moved to authorize the purchase up to \$325 and the use of Debit Card.

Commissioner Redoux Seconds. Motion passed.

8) Announcements / Informational Items

General Manager Dear showed the Board the new SCBAs and associated equipment.

General Manager Dear updated the Board on the ESD Expansion Election which included the ballot language which was provided by legal to the Atascosa County Elections Department.

9) Adjourn

Commissioner Gonzalez moved to adjourn. Commissioner Redoux seconds. Motion passed. Meeting adjourned at 6:49 pm.