

**Bexar County
Emergency Services District No. 12
Meeting Notice
June 13, 2018
6:00 P.M.**

The Bexar County Emergency Services District No. 12 will conduct a meeting at the St. Hedwig Volunteer Fire Department, 14229 FM 1346, St. Hedwig, Texas 78152 on June 13, 2018 beginning at 6:00P.M. The following will be discussed;

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

2. Establish Quorum.



3. Citizen's Public Forum. (3 minutes time limit per individual).

4. Discussion and Action on election of officers of the Board of Emergency Services Commissioners.

5. Approval of the Meeting Minutes from the April 11, 2018 and the May 9, 2018 Regular Meeting.

6. Report on items of interest to the Board by a representative of the St. Hedwig Volunteer Fire Department Board and Fire Chief. (There may be discussion on the following items.)

- a. Run report on calls for the District.
- b. Finance reports showing revenue and expenditures and monthly activity reports including all bills for the Service Provider's expenditures for the prior month.
- c. Updates on any grants for the service provider (St. Hedwig VFD).

7. **Discussion and Possible Action on any Grant matching fund request by the St. Hedwig Fire Department.**
8. **Discussion with St. Hedwig VFD on their budget for 2018/2019 FY.**
9. **Discussion with St. Hedwig VFD about their new service providers contract.**
10. **Discussion and Action with St. Hedwig VFD to provide the District Board with a copy Of their Policies and Procedures (Standard Operating Guidelines) and a copy of the Signature sheet that has each Fire Fighter's signature on it (Paid or Volunteer) indicating that they have received a copy of the Policies and Procedures (Standard Operating Guidelines) that was asked for at the January 10. 2018 Meeting in item 12. Line 4.**
11. **Discussion and Action with St. Hedwig VFD to provide the District Board with a copy of Their Payroll Procedures.**
12. **Discussion and Action with St. Hedwig VFD about their request to convert the Squad to a Chief's/Command vehicle that would be located at the Chief's house and not the Fire Station.**
13. **Discussion and Action with St. Hedwig VFD about the options for the Texas Forest Service Chassis Grant that they have chosen.**
14. **Discussion and Action on setting the total amount of money that St. Hedwig VFD will Be allowed to spend on the Replacement Option Chosen.**
15. **Discussion with St. Hedwig VFD about their request for \$38,000.00 to outfit the F350 With proper medical equipment.**
16. **Discussion with St. Hedwig VFD about reimbursing the Chief and Assistant Chief for Mileage while driving their personal vehicles for Fire Department Business.**

17. **Report on items of interest to the Board by a representative of the Lone Oak Volunteer Fire Department Board and Fire Chief. (There may be discussion on the following items.)**
 - a. **Run report on calls for the District.**
 - b. **Finance reports showing revenue and expenditures and monthly activity reports including all bills for the Service Provider's expenditures for the prior month.**
 - c. **Update on any grants for the service provider (Lone Oak VFD).**
18. **Discussion with Lone Oak VFD on their budget for 2018/2019 FY.**
19. **Discussion with Lone Oak VFD about their new service providers contract.**
20. **Discussion and Action with Lone Oak VFD to provide the District Board with a copy of Their Policies and Procedures (Standard Operating Guidelines) and a copy of the Signature sheet that has each Fire Fighter's signature on it indicating that they have Received a copy of the Policies and Procedures (Standard Operating Guidelines) that Was asked for at the January 10, 2018 Meeting in Item 11 line 4.**
21. **Discussion with the Bexar County Fire Marshall's Office on growth and other items of Interest to the District within the boundaries of ESD No. 12 and surrounding area and Upcoming training opportunities.**
22. **Discussion and Action to have the attorney add and incident reporting item for but not Limited to such items as a Vehicle Crash involving a Fire Department Apparatus or an injury to a Fire Fighter to the contracts of both service providers which would include the time in which the report needs to be submitted and to whom the report needs to be submitted.**

23. Financial Report.

- a. Discussion, review on the Financial Report and tax revenue collected to date.
 - b. Discussion and appropriate action on approving payment for District bills.
 - c. Discussion and appropriate action on approving the Service Provider's bills paid for the month and as presented in Agenda item 6.b..
 - d. Discussion and appropriate action on approving the Service Provider's payment for the month.
- 24. Determine date, time and possible agenda items for the next meeting. The next regular Meeting is tentatively scheduled for July 11, 2018.**
- 25. Adjourn.**

The above notice was posted at the Bexar County Courthouse located at 100 Dolorosa, San Antonio, Texas 78205 before 5:00PM June 8, 2018 and at the St. Hedwig Volunteer Fire Department located at 14229 FM 1346, St. Hedwig, Texas 78152, and at the Lone Oak Fire Department located at 5885 Mount Olive Rd, Adkins Texas 78101, 72 Hours prior to the Meeting.

Note: The Board of Emergency Services District No. 12 Commissioners reserves the right to enter into Closed Meeting under Chapter 551, Texas Government Code, on any item posted on its agenda, as appropriate.

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