

**NUECES COUNTY EMERGENCY SERVICES DISTRICT NUMBER FOUR
5781 FM 666, ROBSTOWN, TEXAS 78380
AGENDA NOTICE SPECIAL BOARD MEETING TO BE HELD AT
FIRE STATION NUMBER ONE
5781 FM 666, ROBSTOWN, TX 78380**

MINUTES FOR January 18, 2024

The Fire Commissioners of the Nueces County Emergency Services District Number Four held a special meeting on **January 18, 2024 Thursday at 8:00 AM**, in the conference room, 5781 FM 666, Fire Station No. 1, Robstown, Texas:

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact Ernest R. Garza at 361-241-2452 at least 48 hours in advance so that appropriate arrangements can be made.

PUBLIC NOTICE is given that the Commission may go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Commission elects to go into executive session regarding any agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer. The Commission may also address items in no particular order.

The minutes are as follows:

AGENDA

1. **CALL TO ORDER & DETERMINATION OF A QUORUM.**

Chairperson will call the meeting of the Nueces County Emergency Services District Number Four to order and let the record show that a quorum of the Board Members is present; that the meeting has been duly called, and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

Commissioners present –Otis Grupe, Jesse Guerra, Donald Herrman, Paul Swetish and Geoff Atwood Absent – None - Quorum established. Meeting opened at 8:00 a.m.

Others present – Ernest R, Garza, CPA, Assist Chief Oscar Zepeda, Firefighter Rene Guerra. Also present – Michael Clack – NCESD#1 Fire Chief and NCESD#1 EMS Director Stephanie Simmons.

Mr. Garza – (notary) did the swearing in of all the commissioners – oath of office.

2. DISCUSSION AND/OR ACTION: A). To approve the November 8, 2023 regular board meeting minutes.

The commissioners reviewed the November 8, 2023 regular board meeting minutes, after the review, a motion to approve the November 8, 2023 regular board meeting minutes was made by Commissioner Atwood, motion was seconded by Commissioner Grupe, motion passed 5-0.

2. DISCUSSION AND/OR ACTION: B). To approve the January 12, 2024 special board meeting minutes.

The commissioners reviewed the January 12, 2024 special board meeting minutes, after the review, a motion to approve the January 12, 2024 special board meeting minutes was made by Commissioner Swetish, motion was seconded by Commissioner Grupe, motion passed 5-0.

3. DISCUSSION AND/OR ACTION: Interlocal agreement between Nueces County Emergency Services District No. 1 and Nueces County Emergency Services District No. 4.

Commissioner Swetish brought out the expectations on the Emergency Side and Fire Side. Gameplan is for NCESD#1 management oversee the operations with the fire and EMS for day to day operations, report to the board.

Commissioner Swetish asks no. 1 to run no. 4 as it was another station. Commissioner Atwood stated the Fire and EMS to have a chain of command.

Chief Clack stated an agreement could be worked out but needs to get No. 1 Commissioners approval. If someone wanted out, a 24 hour cancellation could be included in the agreement. Commissioner Swetish we needed expectations are needed.

Commissioner Grupe ask how long would this be? Chief Clack said an agreement could be on a month to month basis. Communication was discussed and needs for both sides (fire and ems) as well as expectation. Commissioner Atwood asked if anything is excluded – ISO rating, RAC meetings? Discussion of Assistant Chief Oscar Zepeda hanging in there, some firefighters said they were quitting but have come back. We had a good turnout this past Monday. On EMS, Chief Clack will make sure we have support with paramedics and not have in attendance. Commissioner Swetish asks that any support from the board, please call him, keep the lines of communications open and coming both ways. Chief Clack went over some numbers on the cost of operations and they will be treated like a fourth station, Chief Clack explained we need to go to the NCESD#1 board for approval. We believe we have their support. We will prepare a draft to review. Commissioner Swetish motion to set a mutual aid agreement, motion was second by Commissioner Grupe. Motion passed 5-0.

4. DISCUSSION AND/OR ACTION: Operation Duties – Staffing responsibilities.

Assist Chief Zepeda stated that we need fuel – need to get Oil Patch. That will be worked on. Assist Chief Zepeda said that we get 200 gallons at a time. Delivery from Oil Patch is about 300-450. Also need a 55 gal drum for cleaning. Accountant Garza said we have the wexbank – fuel cards application up front for signature (wright express). Commissioners also said they needed credit cards from Frost to purchase items.

Chief Clack stated he understand a site for Banquete is also a No. 4 priority and we will be looking at sites. Discussion of increasing security on the locks for the medicines. 3 safes are needed for the ambulances. Approved by the board.

Commissioner Swetish stated that if No. 1 has recommendations to keep the board in the loop and call him.

Discussion of mapping the area for needs, plan for Banquete. Recommended a station 5 miles apart in the big picture.

5. DISCUSSION AND/OR ACTION: Administration Duties – Ernest R. Garza and Company, PC and Nueces County Emergency Services District No. 4.

Commissioner Swetish stated he understood that more work will be added on to Ernest and his fee needs to be adjusted. Mr. Garza will work on it, we have had several long meetings and preparation time is applicable.

6. DISCUSSION AND/OR ACTION: Public Comment.

Liz Wilder stated she was glad things got back in order with the board. We have a lot of experience to keep the District going. She thanked Hal George, Ernest Garza, Paul Swetish. She asked if the annual vaccinations would be continuing, has been a large response annually. Commissioner Grupe and Swetish commented that project will continue. Another gentlemen thanked the District.

Discussion on injury from Mr. Zepeda – this item was moved back to item 4. A follow up is forthcoming from Mr. Zepeda.

Accountant Garza leaves at 8:52 – Mark Wright – Assistant accountant continues with minutes.

Commissioner Swetish motioned to go into executive session and read the following 551.071, 551.072 and 551.074. at 8:57 a.m. Motion was seconded by Commissioner Guerra. Motion passed 5-0. Came out of executive session 9:28 am.

10. DISCUSSION AND/OR ACTION: Adjournment.

A motion to adjourn was made by Commissioner Guerra, motion was seconded by Commissioner Atwood. Motion passed 5-0. Meeting ended at 9:29 a.m.

Commissioner

Signature

Date