



Bexar County
Emergency Services District No. 3
March 12, 2024
6:30 PM
MINUTES

In accordance with Chapter 551 of the Texas Government Code, notice is hereby given to the public that the Board of Commissioners of Bexar County Emergency Services District No. 3 (BCESD No.3) had a regular board meeting on March 12, 2024 at 6:30 p.m. at the Bexar-Bulverde Volunteer Fire Department Station 105, 25408 Canyon Golf Road, San Antonio, Texas 78260.

1. Commissioner Wilkinson called meeting to order at 6:30 p.m. and a quorum was established by roll call. Robert Moss, David Diharce, Ray Wilkinson, Jean Dailey, and John Kirk were present at roll call.
2. Welcome and recognition of citizens. **None.**
3. Citizen Comment. **None.**
4. Reading and approval of minutes for the regular meeting conducted on February 13, 2024.
MOTION: Commissioner Kirk made motion to accept the minutes for February 13, 2024 with one edit to correct spelling of Commissioner Wilkinson's name.
2nd: Commissioner Dailey.
MOTION PASSED: 5/0 in favor.
5. Financial report for month of February 2024 was presented. Commissioner Moss gave report with ending cash balance for the month of February 2024 of \$14,743,174.00.
MOTION: Commissioner Diharce made motion to accept financial report as submitted for the month of February 2024.
2nd: Commissioner Kirk.
MOTION PASSED: 4/0 in favor with Commissioner Moss abstaining.
 - a. Discuss/take action as appropriate regarding monthly approval and authorization of bill payments. Commissioner Moss presented March expenditures in the amount of \$19,512.15.
MOTION: Commissioner Kirk made motion to approve the Authorization and Approval of the March expenditures in the amount of \$19,512.15.
2nd: Commissioner Dailey.
MOTION PASSED: 5/0 in favor.
6. Report of Service Provider in District territory:
 - a. Receive monthly performance report from representative of Bexar-Bulverde Volunteer Fire Department ("BBVFD"); discuss/take action as appropriate. Chief Bialick presented the BBVFD Incident Reporting System Emergent Responses for 2/1-29/24.
February 2024 Emergent calls = 259, with overall average on-scene at 5:27 minutes.
2024 YTD Emergent calls = 575 with overall on scene at 5:34 minutes.
2023 YTD Emergent calls = 517 with overall on scene at 6:40 minutes.
 - b. Receive report on City of San Antonio (COSA) U.S. Hwy 281 North Commercial Corridor within Bexar County ("Annexed Territory") from representative of BBVFD; discuss/take action

as appropriate. Chief Bialick reported SAFD Emergent calls in the US Hwy 281N Commercial Corridor for the month of February 2024.

7 Emergent San Antonio Fire Department calls in the US HWY 281N corridor.

6 BBVFD arrivals prior to any cancellation.

15 billable Emergent calls YTD.

- c. Receive report on BBVFD Station(s) 103, 104, 105, and 106; discuss/take action as appropriate. Chief Bialick reported the Architect and Utility Engineers met on expanding Station #104 to include offices and additional bunk space. **No action taken.**

7. Executive Session – The following may be discussed in Executive Session and Action Taken in an Opening Meeting Session under Section 551.071 of the Texas Open Meetings Act: Consultation with Legal Counsel regarding Matters in which the Duty of Legal Counsel to Bexar County Emergency Services District No. 3 under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Clearly Conflicts with the Act. **Tabled.**

8. Consider, discuss, and take appropriate action on the following items:

- a. Discuss Interlocal Agreement between the City of San Antonio (COSA) and the BCESD No.3 to provide for Firefighting and Emergency Services in the U.S. Hwy 281 North Commercial Corridor Area annexed by the COSA. **No report.**

- b. Discuss/take action on Texas Comptroller of Public Accounts authorization letter for consulting services agreement between BCESD No. 3 and HdL Companies.

MOTION: Commissioner Kirk made motion to approve the authorization letter to Texas Comptroller of Public Accounts for consulting services agreement between BCESD No. 3 and HdL Companies.

2nd: Commissioner Dailey.

MOTION PASSED: 5/0 in favor.

- c. Status report/updates on BCESD Association. Commissioner Wilkinson referenced the included handouts from R4 Strategies and The Martinez de Vara Law Firm with Association updates. BCESD Association Executive Director, Josh Brown, was in attendance and reported several items including future meetings with Bexar County Judge and Commissioners, as well as evaluation of self-funded healthcare insurance. **No action taken.**

- d. Status report/updates on BCESD No. 3/BBVFD merger.

1. Discuss/take action on revised Organizational Chart for BCESD No. 3. Discussion was held. **MOTION: Commissioner Kirk made motion to approve revised Organizational Chart for BCESD No. 3 to include the position of Deputy Chief.**

2nd: Commissioner Dailey.

MOTION PASSED: 5/0 in favor.

2. Discuss/take action on job description for Executive Director. Discussion was held.

MOTION: Commissioner Diharce made motion to approve a new managerial position for the BCESD No. 3, titled Executive Director, and to approve the job description for this position presented at today's Board meeting.

2nd: Commissioner Kirk.

MOTION PASSED: 5/0 in favor.

3. Discuss/take action on BCESD#3 Executive Director contract. Discussion was held.

MOTION: Commissioner Moss made motion to approve the contract presented at today's Board meeting and hire Jerry Bialick, the current BBVFD Fire Chief, to fill the position of BCESD No. 3 Executive Director, effective March 11, 2024.

2nd: Commissioner Diharce.

MOTION PASSED: 5/0 in favor.

4. Discuss/take action on Current Salary and Benefits, Uniform Policy, and Time-Off Policy package for BCESD No. 3. Jerry Bialick presented policies. Discussion was held. **Item Tabled.**

5. Discuss/take action on Signing Bonus for new hires for BCESD No. 3. Jerry Bialick presented Signing Bonus information. Discussion was held. **Item Tabled.**

6. Discuss/take action on Texas County & District Retirement System (TCDRS) package. Jerry Bialick gave reported on benefits package and total cost. TCDRS Representative will present formal package at April meeting. Discussion was held. **Item Tabled.**

e. BCESD No. 3 Sales and Use Tax matters. No report. **No action taken.**

f. Highlights of SAFE-D Annual Conference 2024. Commissioner Wilkinson and Commissioner Diharce gave reports of conference topics. Discussion was held. **No action taken.**

g. Recurring BCESD No. 3 monthly meeting items/calendar management. Updated Recurring Reports calendar was handed out to all Commissioners. **No action taken.**

h. Date and time of the April 2024 monthly meeting.

MOTION: Commissioner Dailey made motion that the regular meeting be held April 9, 2024, at 6:30 p.m. at BBVFD Station 105, 25408 Canyon Golf Road, San Antonio, Texas 78260.

2nd: Commissioner Diharce

MOTION PASSED: 5/0 in favor.

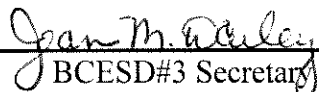
9. Close meeting.

MOTION: Commissioner Moss made motion to close meeting at 7:35 p.m.

2nd: Commissioner Kirk.

MOTION PASSED: 5/0 in favor.

ATTEST:



BCESD#3 Secretary