Uvalde County Emergency Services District No. 2
Public Meeting
Tuesday, January 10, 2023, at 12:00 pm
Uvalde County Visitor Center, Concan, TX

Board Members in attendance:
Terry Carson
Wendi Hightower
Leonard Mikeska
Jeff Santleben

Members of public in attendance:
Trent Jordan – Concan VFD
Wendy Jordan – Concan VFD
Cody Shockley – Concan VFD
Justin Wills – Concan VFD

1. Call to order
   12:08 pm.

2. To receive comments from the public
   No comments received.

3. Election of District Officers
   a. Wendi Hightower nominates Leonard Mikeska for president; Leonard Mikeska accepts nomination. Jeff Santleben moves to close nominations for president, Wendi Hightower seconds, all vote in favor, nominations are closed. Wendi Hightower moves to vote to appoint Leonard Mikeska as president, Jeff Santleben seconds, all vote in favor, Leonard Mikeska is appointed president.

   b. Leonard Mikeska nominates Jeff Santleben for vice-president; Jeff Santleben accepts nomination. Wendi Hightower moves to close nominations for vice-president, Terry Carson seconds, all vote in favor, nominations are closed. Wendi Hightower moves to vote to appoint Jeff Santleben as vice-president, Terry Carson seconds, all vote in favor, Jeff Santleben is appointed vice-president.

   c. Jeff Santleben nominates Wendi Hightower as secretary/treasurer. Leonard Mikeska inquires whether Wendi can serve in this capacity as she currently serves as treasurer on the board for Concan Volunteer Fire Department. Wendi Hightower and Wendy Jordan indicate Concan Volunteer Fire Department did seek counsel prior to Wendi's nomination as UCESD-2 commissioner to ensure there was no conflict of interest if Wendi were to serve as treasurer on both boards and counsel indicated if Wendi Hightower was not serving on the department as a responder, there would be no conflict. Cody Shockley indicates he will assume the role of treasurer on the board for Concan Volunteer Fire Department for Wendi Hightower to serve as treasurer for UCESD-2 if necessary. Jeff Santleben again nominates Wendi Hightower as secretary/treasurer; Wendi Hightower accepts nomination. Terry Carson moves to close nominations for secretary/treasurer, Jeff Santleben seconds, all vote in favor, nominations are closed. Jeff Santleben moves to vote to appoint Wendi Hightower as secretary/treasurer, Terry Carson seconds, all vote in favor, Wendi Hightower is appointed secretary/treasurer.

4. Review, discuss and take action on the District's service provider
   Jeff Santleben moves to assign Concan Volunteer Fire Department as UCESD-2 service provider, Wendi Hightower seconds, all vote in favor, Concan Volunteer Fire Department is voted as UCESD-2 service provider. UCESD-2 will have legal counsel create formal engagement agreement to present to Concan Volunteer Fire Department.

5. Review, discuss and take action on retaining legal counsel for the District

   Discussion occurs about assigning The Carlton Law Firm, P.L.L.C. as legal counsel for UCESD-2. It is agreed this firm has proficient working knowledge of Uvalde County, Concan and the surrounding areas, and emergency service districts in the state of Texas and would likely be the best fit for UCESD-2. Wendi Hightower moves to engage the services of The Carlton Law Firm, P.L.L.C. as legal counsel for UCESD-2, Jeff Santleben seconds, all vote in favor, The Carlton Law Firm, P.L.L.C. is chosen as legal counsel for UCESD-2. Leonard Mikeska will execute engagement agreement.

6. Discuss and take action on opening a P.O. Box and address for the District

   Leonard Mikeska indicates UCESD-2 is required to provide a physical address for its administrative office and recommends renting a PO Box for receiving mail as there is no general USPS delivery in Concan. Jeff Santleben moves that UCESD-2 use the physical address of the Concan Volunteer Fire Department Station, #1 Mariposa Avenue, Concan, TX 78838, and to rent a PO Box in Concan for receiving mail, Terry Carson seconds, all vote in favor, UCESD-2 will use the physical address of the Concan Volunteer Fire Department Station, #1 Mariposa Avenue, Concan, TX 78838, and will rent a PO Box in Concan for receiving mail.

7. Review, discuss and take action on opening a bank account and funding for 2023
   a. Jeff Santleben moves to engage First State Bank of Uvalde – Concan branch for UCESD-2 banking purposes, Terry Carson seconds, all vote in favor, First State Bank of Uvalde – Concan branch is chosen as banking service provider for UCESD-2.
   b. Funding will not occur until late 2023 or early 2024. Wendy Jordan should have an estimate on 1/11/2023 indicating what UCESD-2 can expect to receive in its initial round of funding. Terry Carson will visit with Uvalde County Judge Mitchell to ask if advance funding may be available, to be paid back when initial funding is received.

8. Discuss and take action on setting up a District web site and email address for the District's Commissioners

   Leonard Mikeska has received a quote for website creation, maintenance and hosting and will reach out to web developer Matt King/Inquire Design to discuss further.

9. Discuss and take action on Commissioners attend the SAFE-D conference held in Round Rock, Texas on Feb. 2, 3 and 4

   Wendi Hightower and Leonard Mikeska indicate they are registered to attend. The preliminary agenda is shared via text from Wendy Jordan and Terry Carson and Jeff Santleben indicate they will try to schedule themselves to attend.

10. Receive a report from Concan V.F.D. and take any action related to the report

    In 2021 Concan VFD responded to 300 calls and an estimated 45% were search and rescue calls. 2022 numbers were not available, but it was noted that search and rescue calls weren't as prevalent due to low water levels and less people attempting to float/navigate area rivers. Engine #1 and Rescue #2 are vehicles in service most often.

11. Review, discuss and take action on any needed services, repairs and improvements related to the operation of the Concan V.F.D. Fire Station and Equipment
    a. Leonard Mikeska asks for Concan VFD to identify top 3 needs. Items listed are tanker truck – 3,000-gallon capacity or 2,000-gallon capacity with drop tank, ambulance, and cardiac monitors with AED mode. Jeff Santleben asks if Uvalde Memorial Hospital (UMH) has or might commit an ambulance to Concan VFD. Cody Shockley says UMH would accept a specific request made in writing to the CEO to consider providing an ambulance to Concan VFD
    b. Additional needs by Concan VFD include tire replacement, general vehicle maintenance, medical supply replenishment, communication devices, and SCBA's. SCBA's are priority as Concan VFD has none. Justin Wills indicates Concan VFD is seeking a grant for purchase of SCBA's. Concan VFD also desires digital communication equipment and has received a cost estimate from Motorola Solutions

for new radio equipment. Leonard Mikeska recommends exploring partnership with Uvalde County to share or offset cost of communication equipment and needs.

12. Review, discuss and take action on submittals by the Concan V.F.D. of thirty (30) day advance request(s) for necessary purchases related to the provision of emergency services.
    Leonard Mikeska indicates to Concan VFD representatives in attendance that they should submit any requests to commissioners.

13. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters and take any action related thereto.
    No action taken.

14. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
    No action taken.

15. To discuss any new items which need to be on the agenda for the subsequent district meetings and review the meeting date for the February 2023 District meeting.
    February 2023 meeting is set for February 18, 2023, at 12:00 pm and March 2023 meeting is set for March 11, 2023, at 12:00pm. Both meetings will be held at Uvalde County Visitor Center, Concan, TX.

16. Adjournment.
    Jeff Santleben moves to adjourn, Terry Carson seconds, all vote in favor, meeting is adjourned at 1:59 pm, Tuesday, January 10, 2023.