

MICO VOLUNTEER FIRE DEPARTMENT
7121 County Road 271, Mico TX 78056
EXECUTIVE/BUSINESS MEETING MINUTES
November 14, 2017

Attendees:

Linda Murphy – President
Jaime Esquivel - Vice President
Jim Wilbourn – Treasurer
Bo Shaw – Secretary
Mike Tudor – Fire Chief
Garry Murphy – Member
Dorothy Ahr - Member

I. Call to Order: Business Meeting – meeting was called to order at 7:00 pm.

II. Reading and Approval of the Minutes: Minutes from October were read with one correction noted in Section IV Unfinished Business, Para 5. A motion to accept the minutes from October, with one correction, was made, seconded, carried and approved.

III. Financial Report: The Treasurer read the financial report. Accounts total \$165,913.70 as of October 31, 2017. Income included the quarterly payment from MCESD #1 and reimbursement for insurance. Expenditures were to Kimco for SCBA maintenance, Survival Air Systems for Cascade system maintenance, and donation to Rockport VFD.

IV. Unfinished Business:

1. Relocation of AMR Team – Update (Chief): 6 truckloads of road base were ordered by ESD and delivered, MVFD is working on leveling the area behind the fire station to put the trailer purchased by ESD #1 for the AMR crew. The Chief has coordinated with the Medina County Commissioner to have his crew “roll” the area to pack it down. ESD will schedule the electrical and plumbing work that needs to be done to connect to the trailer. (OPEN ITEM)
2. Installation of Radios – Update (Chief): Two trucks are still awaiting installation of the new radios. The system is still running on analog, and training was conducted on the handheld radios, with Castroville, La Coste, and Lake Hills invited to attend. The digital system is due to be turned on next week, with an approximate 6-month burn in period before it will be fully ready to be used. (OPEN ITEM)
3. Nominating Committee: Nominations are due for the positions of President and Secretary. Mr. Cody showed some interest in becoming a board member, but is not able to commit at this time. The nominating committee submitted Linda Murphy for President and Bo Shaw for Secretary and both accepted the nominations. A vote was taken and both nominees were unanimously voted in. (CLOSED ITEM)

4. Strategic Planning Work Group (Linda): The next meeting is scheduled for Friday, November 17, 2017 at 6:00pm. (OPEN ITEM)
5. Personnel Action from July 22 (Executive Session-closed meeting): A motion was made to close the open meeting and convene a closed meeting to discuss this issue. The motion was seconded and carried. The open meeting was closed at 7:23pm.
6. Re-open meeting (Linda): This meeting was called to order and re-opened at 7:29pm.
7. Budget Training (Linda): The President requested that ESD #1, Polly Edlund, provide an overview of the budget process including mandatory reports required throughout the year to supplement the budget. Ms. Edlund will provide the training after this board meeting. (CLOSED ITEM)

V. New Business from Board Members:

1. Monthly report of incident calls and FF staffing (Fire Chief): Firefighters responded to 5 calls in the month of October, all traffic assistance. (OPEN ITEM)
2. Fall Harvest after action review (Jamie): Income from this event totaled \$938.00 with expenses coming to \$923.00. The food trucks that participated were profitable, as were the vendors who participated. Overall, profit was low, but this event was not designed to create profit, rather to bring the community together and increase awareness of the MVFD and services. Most expenses will not have to be repeated next year. (CLOSED ITEM)
3. Firefighter Appreciation Dinner (Linda): This event was a success, although it was not 100% attended by all firefighters. This was due to schedule conflicts. Discussion on moving this event to another time of year took place, with most feeling that there is too much going on at the end of the year to make this event fully successful. The Board will look at scheduling this dinner at another time, perhaps in the spring time. (CLOSED ITEM)
4. Community Christmas Party (Jamie): Everything is on track and on schedule, there is a committee taking care of the details. Mr. and Mrs. Clause will be arriving by Fire Truck, and there will be a photo area set up in the bay for Christmas pictures with them. Also, there will be games and crafts set up for kids to enjoy. Laurel Canyon Ranch HOA is co-sponsoring this event and is donating turkeys and hams. (OPEN ITEM)
5. Valero Gas (Jamie): Discussion on the status of a new fuel account with Valero took place. The Vice President will collect the information required and set up the account with the Treasurer. Each truck will have a fuel card assigned by Vehicle ID number. (OPEN ITEM)
6. Fire Programs (Chief): The Fire Chief will set up a meeting with the trainer for this

program to expedite implementation. (OPEN ITEM)

7. Facility Maintenance (Jamie): According to the MVFD bylaws, facility maintenance is a function of the Fire Chief position. The Fire Chief will be fully taking on this responsibility. (CLOSED ITEM)
8. Fire Text Response Program (Chief): There should be an invoice coming through the mail for this service, when received, it is ok to go ahead and pay it. (CLOSED ITEM)
9. BEC Fiber (Jim): BEC has posted applications for their broadband fiber program on their website. Currently, the internet provider gives us service for free. We need to see if BEC will also provide this service for free. (OPEN ITEM)
10. MVFD Website (Chief): The Chief recommended that we post opportunities for board positions on our website, with details on the duties and responsibilities. The Secretary will work on this project. (OPEN ITEM)

VI: New Business from Membership: None

VII: Announcements:

Exec/Business Meeting: December 12, 2017

ESD Meeting: December 13, 2017

IX: Adjourn (Motion) – a motion to adjourn was made and seconded, the meeting was adjourned at 8:05 pm.

Note: Members and visitors are welcome to attend any Executive or Business Meeting. Members must be recognized by a Board Member before speaking during any agenda item. Visitors who wish to make a comment to the Board may do so by signing up under the appropriate agenda item. Concerned Citizen Comments, not regarding a specific agenda item, may be made by signing up on the visitor's log. The comment is limited to three minutes. Any person in violation of the meeting format can be asked to leave or be removed from the meeting and/or property. Executive and Business Meeting agendas will be posted at the MVFD Fire Station and on the Department website 72 hours prior to the Meeting. Executive Meetings start at 7:00pm, Business Meetings at 7:30pm. Emergency Executive Board Meetings will be posted 48 hours in advance of the Meeting. The Executive Board of the Mico VFD reserves the right to adjourn into executive session at any time during the course of the Meeting as authorized under the Texas Open Meetings Act, Government Code 551.074 (Personnel Matters) and any other provision under Texas law that permits a closed executive session. In an emergency where there is an urgent public necessity the agenda for such meeting may be posted two (2) hours prior to convening (Section 555.045, Open Meetings Act).

**Respectfully Submitted
Linda Murphy, President**

**Posted According to all
known meetings acts:**