

MICO VOLUNTEER FIRE DEPARTMENT
7121 County Road 271, Mico TX 78056
EXECUTIVE/BUSINESS MEETING
Tuesday, August 14, 2018
Time: 7:00pm

Attendees:

Linda Murphy – President
Jamie Esquivel – Vice President
James Wilbourn – Treasurer
Mike Tudor – Fire Chief
Bo Shaw – Secretary
John Banning – MCESD#1
Dorothy Ahr – MCESD#1
Pat Ahr

I. Call to Order: The meeting was called to order at 7:00 PM by the President.

II. Reading and Approval of the Minutes: The President asked if there were any changes to the proposed meeting minutes from July; there were none. A motion was made to accept as written, it was seconded, carried and approved.

III. Financial Report (Jim): The Treasurer went over the financial report. There were no large payments in July and we received the quarterly budget amount of \$8,000.00 from MCESD#1. A motion was made to accept the Treasurer's report, it was seconded, carried and approved.

IV. Unfinished Business:

1. Annual BBQ Brief Review of Outcomes- (Jamie): The Vice President is compiling this report, tabled until next meeting.
2. Fire Fighter appreciation dinner Update - (Linda): The President reported that there are 16 families who have confirmed for the picnic at Paradise Canyon, she has passed out registration forms to be turned in by families when they enter the park. MVFD will pay the negotiated entry fee at the end of the event. Shopping for this event will be done this week, the Board will do all the shopping, prep, setup, cooking and serving. Set-up will begin at 0800 on Saturday, August 18 and everyone is invited to come early to enjoy the day.
3. Building Maintenance Proposal Update (Jamie):
 - a. Painting of building interior: Two bids, but they are old and need to be re-bid.
 - b. Asphalt driveway: Two bids received, but they are old and need to be re-bid.

- c. Maintaining A/C & Heating Unit: Received bids, will bring to board next meeting.
4. Computer for Fire Chief/President's Office (Linda): The Fire Chief recommended purchasing a more mobile solution so that it can be used for multiple purposes including Fire Programs. Mr. Banning offered to provide more information on rugged devices which are standard to the industry. More research is needed.
5. Property Inventory (Linda): Discussion concerning use of Fire Programs for inventory of all equipment took place. Concerns include specifying a dollar threshold for tracking assets as well as whether to keep the MVFD (non-conjoined) purchased separate from the MCESD#1 purchased assets. Mr. Banning said he is trying to establish a standard for equipment at each station. Tabled until next meeting.
6. EMS Trailer/Personnel (All): The front door has been found open/unlocked several times. The Fire Chief recommended that they be issued a Proximity Key and turn in the door key to prevent this from happening.

V. New Business from Board Members:

1. Monthly report of incident calls and FF staffing (Fire Chief): 16 calls for July, Chief is working with the President to fine tune Fire Programs input. No new personnel. Firefighters are training with LaCoste this weekend, forging good relationships with other fire departments in the ESD will strengthen support overall. The Treasurer asked how we handle daytime calls. The Chief said there are some people available during the day, there haven't been any missed calls during the day.
2. August Reports (Linda): No reports for August.
3. Facility Maintenance Issues (All): The Fire Chief is going to get some new ceiling tiles to replace the water damaged ones. He also reported that the softener system is going through a lot of salt in the past month.
4. After Action Review of Summer Training for Fire Fighters (Fire Chief): 13 Firefighters attended training at Texas A&M. The Fire Chief coordinated within Medina and Bandera Counties to assure coverage for the area while they were at training. 3 attended FF1 training, 2 attended FF2 training, 6 attended FF4 training, 2 attended FF5 training. The Fire Chief said there was a payment issue at the end of training. A miscommunication happened between the Fire Chief, the Treasurer, and the Training Manager. Lessons Learned – the Fire Chief said it would be better to spread out the training so manning levels can be maintained to respond to calls. This will get better because some Firefighters have graduated from training.
5. Fall Harvest Update (Jamie): Food trucks, several vendors, and kids' activities have been confirmed. Hopefully we can get pumpkins donated this year. Shifting more events

outside the building to accommodate more vendors. The Vice President request \$1,000.00 to purchase items to support this event. He doesn't expect to need much money since they are trying to get most support items donated. Everything is on track. A motion was made to allocate \$1,000.00, it was seconded, carried and approved.

6. Fall News Letter (Bo): The Secretary requested input from the President, Fire Chief, Vice President, Treasurer by Sept 10 for the newsletter to get it printed for distribution on October 1. A motion was made to add this newsletter to the advertising schedule, it was seconded, carried and approved.
7. Fire Programs Software Training (Linda): The President has been working with MCESD#1 to get people trained. October 13 will be an all-day training for firefighters and will be conducted online.
8. By-Laws for 2019 (All): The President presented a draft copy of the updated bylaws for review. She asked everyone to review the draft and provide comments. Once comments are received, she will highlight all changed areas and provide copies for public viewing at two consecutive meetings and on the third meeting there will be a board vote to accept the new bylaws.

VI. New Business from Membership:

1. Resignation (Jim): The Treasurer submitted his letter of resignation effective January 1, 2019. The President thanked him for his many years of service to the MVFD.
2. Concrete (Jamie): The Vice President and Susan Tinsley secured the donation of concrete from Martin Marietta for concrete to go under the pavilion. The President asked if they could add a ramp by the side door.
3. Air Evacuation (Fire Chief): The Fire Chief got information on costs for our area. Methodist Air Evac is \$65 per household and Air Life is \$70 per household for MVFD. This could be a recruiting/retention tool. If this could be expanded to the whole ESD, the cost could be reduced with increased numbers of members. These two services are the predominant ones in this area. Mr. Banning said Air Life has a couple of different plans to offer.

VII. Announcements:

- ESD Meeting: August 15, 2018 @ 7:00pm
- Fire Fighter Appreciation Celebration August, 18, 2018
- Exec/Business Meeting: September 11, 2018 @ 7:00pm

VIII. Adjourn (Motion): There was a motion to adjourn at 8:40, it was seconded, carried and approved.

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:**