

# **Minutes – Meeting of the Bracken VFD Board of Directors Monday, Mar. 26, 2018**

## **Board Members**

Charles Flink, President	- Present	Levy Martinez, Member	- Present
Kurtis Wilcox, Vice President	- Absent	Bob Schoeler, Member	- Present
Mark Schroeder, Treasurer	- Present	Rick Shimon, Member	- Absent
Walter Brown, Secretary	- Present	Jim Moreland, Member	- Present
Buddy Boone, Member	- Present		

## **Regular Board Meeting**

The meeting was called to order by President Charles Flink at 7:00 p.m.

We pledged allegiance to the U.S. Flag and the Texas Flag.

The minutes for the Feb. 26, 2018 meeting were reviewed. Buddy made a motion to approve the minutes, and Levy seconded, and the minutes were approved unanimously.

**Treasurer's Report** – Mark reported our cash on hand, as of 03/22/2018 is \$354,346.29.

He also reported our status from Jan 1, 2018 to February 28, 2018 through 16.66% of the year income was 25.4% of budget, and expense was 11.7% of budget.

Jim made a motion to approve the Treasurer's Report and Bob seconded, and the Treasurer's Report was approved unanimously.

The complete Treasurer's report is attached.

## **Unfinished Business and General Orders**

**Fire Chief Report** – Chief Zipp reported that

1. We have 3 new Fire Fighters hired, with 2 working 24 hr. shifts and 1 still working 8-5 M-F. The 3<sup>rd</sup> will go to 24hr on April 2<sup>nd</sup>; he is fresh out of academy and gaining experience before going on shift.
2. We are getting ready to put up the Delafield fence and gate.
3. We will be hiring 3 more new Fire Fighters in the 3<sup>rd</sup> or 4<sup>th</sup> quarter of 2018. We are still utilizing Part Time employees in the meantime.

**Fire Marshal Report/ Emergency Rescue Report** – Chief Zipp reported we are still manning the Delafield station from 8to5 when possible. In February our calls were about normal. We had 37 total calls, 10 fire related, 27 EMS/Rescue related. Our Avg. Response Time was 7:07 minutes for fire and 6:29 for EMS/Rescue. The complete report is attached.

**Emergency Services District (ESD) Update** – Commissioner Randy Maschek

1. Approved \$25,000 for the new fence and gate.
2. We reposted a RFQ for an architect for the improvements to the Delafield and FM 3009 stations. Only 1 architect has applied so far and we need by March 30<sup>th</sup>.
3. The next ESD 6 meeting will be held on April 16<sup>th</sup>, we will receive the report from our auditors.

## **New Business**

1. Discussed the Donation to 100Club of Comal County. They provide financial aid to 1<sup>st</sup> responders who are killed or injured on the job. Bob made a motion and Mark 2<sup>nd</sup> that we donate \$250 to the 100 Club of Comal County. The motion passes unanimously
2. Levy Martinez informed the Board he is selling his home and moving to Houston, and he will resign soon. Levy said he has contacted another resident of the District who would like to serve on the BVFD Board of Directors.

## Adjourn

Levy Martinez made a motion for the meeting to be adjourned, which was 2nd by Buddy Boone. Motion carried, and the meeting was adjourned at 7:57 p.m. Next meeting will be the Board of Directors Meeting on Monday April 23th @ 7PM.

Respectfully submitted,

**Walter Brown,**

*Bracken Volunteer Fire Department 23600 FM 3009 San Antonio, Texas 78266*

## **Treasurer's Report**

**For March 26, 2018**

- **Budget Recap Jan 1, 2018 – February 28, 2018:**

Through 16.66% of the year

Income 25.4% of budget

Expenses 11.7% of budget

- **Cash on Hand as of 03/22/18: \$354,346.29**

First United Bank Checking \$ 125,889.92

First United Bank Christmas Fund \$ 969.53

Schertz Bank Checking \$ 7,997.18

Schertz Bank Payroll \$ 45,755.47

Schertz Money Market \$ 173,734.19

- **All 2017 requested documentation has been submitted to Armstrong, Vaughan and Associates and one of their auditors completed the audit field work on March 22, 2018.**

Respectfully Submitted,

Mark Schroeder

Treasurer

## Incident By Incident Type with Detail

Date Range: 2/1/2018 to 2/28/2018

Incident Type	Incident Count	Used in Avg. Resp.	Avg. Response Time
<b><u>Fire</u></b>			
brush, or brush and grass mixture	1	1	14:14
<b>Total Fire</b>	<b>1</b>	<b>1</b>	<b>14:14</b>
<b><u>EMS/Rescue</u></b>			
Medical assist, assist EMS crew	16	16	6:53
Medical assist, assist EMS crew- no transport	4	4	5:27
MVC w/ injuries	4	3	7:33
MVC w/injuries-no trans port	1	1	2:29
MVC w/o injuries-no trans port	2	2	5:40
<b>Total EMS/ Rescue</b>	<b>27</b>	<b>26</b>	<b>6:29</b>
<b><u>Service call</u></b>			
Assist invalid	3	3	7:33
<b>Total Service Call</b>	<b>3</b>	<b>3</b>	<b>7:33</b>
<b><u>Good Intent</u></b>			
Dispatched and Cancelled en route	1		
<b>Total Good Intent</b>	<b>1</b>		
<b><u>False Call</u></b>			
Alarm system sounded due to malfunction	2	2	7:26
unintentional transmission of alarm, other	3	3	10:44
<b>Total False Call</b>	<b>5</b>	<b>5</b>	<b>9:25</b>
<b>Total Incident Count</b>	<b>37</b>	<b>35</b>	

Avg Fire response 7:07

Avg Rescue response 6:29