

**MINUTES –MEETING OF THE BRACKEN VFD BOARD OF DIRECTORS
MONDAY, JAN 28, 2019**

Board Members

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

Regular Board Meeting

President Charles Flink called the meeting to order at 7:00 p.m. and pledges to the U.S. and Texas flags were recited.

As the first order of business, minutes of the Nov 26 General Meeting were presented. Jim made a motion to approve with a second by Mark. The motion passed unanimously.

Treasurer's Report – Treasurer Mark Schroeder reported that our cash on hand, as of Nov. 23, 2018, was \$534,894.99. He also reported income was 102.48% of budget, and expense was 85.56% of budget through 100% of the year 2018. Walter Brown moved that the Treasurer's Report be accepted as written. Seconded by Bob Schoeler. The motion passed unanimously. Per our contract with the ESD, excess funds were returned to the ESD. The complete Treasurer's report is attached.

Unfinished Business and General Orders

1. Fire Chief Report (Donald Zipp). Starting January 1st, BVFD is still actively working the Stop the Bleed classes and he hopes to commence classes again soon. Chief Zipp has pricing on new ballistic vests (six with the BVFD ID): \$4,540.80. This model has a life span of about five years and is similar to what other area departments are using. BVFD is sponsoring a Class this month for 25 area firefighters by Texas A&M on Modern Fire Behavior. BVFD is working on conducting CPR classes/certifications for area businesses. The businesses are only charged for materials. Chief Zipp is looking at two new candidates (one is already a part-timer at BVFD. On Feb 3, BVFD will participate in the Homes for Our Troops kickoff at the Triumphant Lutheran Church.
2. Activity Report (Assistant Chief Bill Anz). Presented reports for both November and December. Avg response time is 8:50 non-emergent and 6:48 emergent. Full reports are attached. Run numbers keep increasing monthly.
3. ESD Update (Commissioner Randy Maschek). Three Commissioners were reappointed at the last ESD meeting. Mr. Coley is still president. EICON is working on the plans for both buildings and have asked about environmental studies so those will have to be completed. Expecting completion of both the main station and the Dealafield (Station 2) projects within the next 12 months. 11 Feb 2019 is next ESD meeting. Randy will be sending President Flink a copy of their Power Point that will be presented to the Commissioners' Court.

New Business

1. Discussion and possible action on Chili Cook-off fundraiser for BVFD. Chief Zipp was approached in December about sponsoring a chili cook-off. This is a business and the purpose is to give proceeds

(after expenses) to an area non-profit. It would be held at the Bracken Bowling Alley parking lot. Depending on level of participation, could net \$1,000 for the BVFD. Proposing a date of March 30th. Discussed insurance liability and seeking some references from other non-profits we can contact who have previously participated. Walter Brown made a motion to give President Flink and Chief Zipp authority to move on with the chili cook off pending their checking on insurance and checking references. Mark seconded and the motion passed unanimously.

2. Discussion and possible action on changes to the Employee Handbook. Meeting was held last week with President Flink, Marilyn and Chief Zipp. Changes have been drafted. Board went through each change. Board Members were encouraged to submit wording changes for vacation accrual/award. President Flink tabled the matter until our next meeting. Chief Zipp also said he was working on wording to cover DUI situations.
3. Discussion and possible action on Ballistic vests for Firefighters. Walter Brown moved that we authorize expenditure of up to \$6,000 of non ESD money to purchase the vests. Seconded by Bob Schoeler and passed unanimously.
4. Discussion and possible action on creating a position of Chaplain for BVFD. Chief Zipp asked that the Board consider establishing a volunteer Chaplain position for the Department. Jim Moreland moved that we establish the position, seconded by Walter Brown. Passed unanimously.
5. Discussion and possible action on appointing a chaplain for BVFD. Chief Zipp said he has already talked with Skip Courter and he has expressed an interest. Mark made a motion to appoint Skip Courter as the Fire Department Chaplain. Seconded by Bob Schoeler. Passed unanimously.
6. Appointment of Armstrong Vaughn to audit the BVFD. President Flink stated that Armstrong and Vaughn offered to conduct the annual audit and complete the BVFD tax return for the same amount as last year. Walter Brown moved and Mark seconded. Passed unanimously. \$5,900 for the audit. \$1100 for the tax return.
7. Roundtable. No additional comments or business.

Adjourn

The next board meeting is scheduled for Monday, 25 Feb 2019 at 7:00 p.m. Walter Brown made a motion for the meeting to be adjourned, which was seconded by Mark Schroeder. Motion carried, and the meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Jim Moreland

Next Meeting is scheduled for Feb 25, 2019 at 7:00 PM.

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

Treasurer's Report For January 28, 2019

Budget Recap Jan 1, 2018 – December 31, 2018:

Through 100.0% of the year

Income 102.48 of budget
Expenses 85.56% of budget

Cash on Hand as of 01/24/19: \$534,894.99

First United Bank Checking \$ 137,227.97
First United Bank Christmas Fund \$ 1,527.53
Schertz Bank Checking \$ 75,877.50
Schertz Bank Payroll \$ 133,565.83
Schertz Money Market \$ 186,696.16

We have received our 1st Quarter check in the amount of \$390,912.50 from the ESD. This amount is included in the account balances shown above.

2018 year end information for the Bracken VFD 401(k) plan has been submitted to Scholz and Friends.

2018 excess funds of \$229,180.65 have been returned to the ESD as per our contract. This payment is reflected in the account balances shown above.

Respectfully Submitted,

Mark Schroeder
Treasurer

ACTIVITY REPORTS FOR NOV AND DEC 2018

November 2018

50 total runs, 6 fire calls and 44 rescue calls.

TOTAL Average emergent fire response was 14:00 minutes and average emergent rescue response was 6:25 minutes.

Station 1 average fire response time 9:17

Station 1 average emergent rescue response time 6:27

Station 2 average emergent fire response time 14:00

1 call was run out of station 2.

- Vehicle fire @ Copper Trace and Dry Comal - 14:00 minute response

46 area runs (response from Central Station)

- No incident on arrival @ Herberlin Rd - no transport - 13:22 minute response

December 2018

60 total runs, 13 fire calls and 47 rescue calls.

TOTAL Average emergent fire response was 8:50 minutes and average emergent rescue response was 6:48 minutes.

Station 1 average fire response time 7:15

Station 1 average emergent rescue response time 6:48

Station 2 average emergent fire response time 00:00

Station 2 average emergent rescue response time 2:05

1 call was run out of station 2.

- MVC@ FM1863 and North Point Dr - 2:05 minute response

46 area runs (response from Central Station)

- Canceled en route @ Copper Creek

- MVC @ 6000 blk 46 - no transport - 12:00 minute response

- Lock-in @ Copper Creek - no transport - 23:11 minute response - call run non-emergent