



**BRACKEN VOLUNTEER FIRE DEPARTMENT**  
**23600 FM3009, San Antonio TX 78266**  
**(210) 651-5762**

**Final Approved Minutes –Meeting of the Bracken VFD Board of Directors**  
**Monday, November 16<sup>th</sup>, 2020**

**Board Members**

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

**Regular Board Meeting**

President Charles Flink called the meeting to order at 7:04 p.m. via ZOOM video conference due to COVID-19 Pandemic public meeting restrictions. In addition to the BoD members above, Herb Coley (ESD 6), Chief Zipp, Asst Chief Bill Anz, and Marilyn Winters, Bookkeeper. Pledges of Allegiance to US and Texas Flags were suspended due to this meeting being held by video/teleconference.

**Minutes Approval** – As the first order of business, minutes of the Oct 2020 General Meeting were presented. Skip Courter made a motion to approve and Rick Shimon seconded with the exception of changing the year to 2020 for an election item. Motion passed unanimously.

**Treasurer's Report** – President Flink reported on behalf of Treasurer Schroeder for the period Jan 1 to Oct 31, 2020. As of Oct 13, 2020, cash on hand is \$587,746.93. As of Oct 31<sup>st</sup>, income was 101.5% of budget and expenses were 77.1% of budget through 83.3% of the year. Marilyn Winters noted that BFIS is increasing rates for Workers Compensation Insurance by as much as 35% due to high incidence of cancer claims among fire fighters. Marilyn is looking at alternate plans. After annual meeting post cards were mailed, we received \$2,000 in membership renewals and another \$5,000 from a single donor. Rick Shimon moved to accept the Treasurer's Report. Skip Courter seconded. Passed unanimously.

**Unfinished Business and General Orders**

- 1. Fire Chief Report** – Chief Zipp reported construction on both stations was going well. Everything is getting back on schedule except the pump for the sprinkler system.
- 2. Activity Report/ Emergency Rescue Report** – In his report covering October 1<sup>st</sup> to 31<sup>st</sup>, 2020, Asst Chief Anz reported a total of 63 total runs; 20 fire and 43 rescue. Average emergency fire response time: 8:19. Average rescue response time: 9:36. 18 calls were run out of the Delafield Station (Station 2). Report attached. Several calls were near the outside edges of our coverage area, driving overall response time up slightly.

3. **Emergency Services District (ESD) Update** – Herb Coley, ESD 6, was present but had no comments until later in the meeting.
4. **Discuss and take action, if necessary, on the ESD contract.** President Flink previously tabled this item to give the BoD more time to review the latest version proposed by the ESD after their legal review. A copy of our recommended changes was sent to the ESD Commissioners prior to their last meeting. The president of the ESD Board agreed to send the redline version with our recommendations and comments to their attorney. Commissioner Herb Coley suggested we not make a decision until the comments are back from the attorney. Jim Moreland moved we again table the contract issue until the attorney’s comments are back. Rick Shimon seconded. Motion passed unanimously. Herb Coley thanked the BVFD Board and the Department for the outstanding support to ESD 6 and wished everybody Happy Holidays.
5. **Discuss and take action, if necessary, on policy agreements with the ESD.** President Flink also tabled this item again pending resolution of the contract issues.

### **New Business**

1. **Discussion and possible action on items related to the 2020 BVFD Christmas Party.** The party was previously cancelled due to the pandemic so no further action is required.
2. **Discussion and possible action on annual incentive pay for BVFD paid full-time and other personnel.** President Flink outlined what we approved for 2019. There was an interim pay raise last summer, so the incentive pay will be more than last year because it is based on the summer increased salary rate. Buddy Boone made a motion to keep the incentive pay formula the same as 2019. Skip Courter seconded. Motion was passed unanimously.
3. **Executive Session. As authorized by Government Code Section 551.074 to review salary/incentive pay for Fire Chief and Bookkeeper, President Flink opened the Executive Session at 8:00pm. Closed at 8:15pm.**
4. **If necessary, discuss and take appropriate action on any and all items or matters discussed in Executive Session.** Motion to increase Chief’s salary 4% with incentive pay of one weeks pay and \$35 for each year of service was made by Buddy Boone, and Skip Courter seconded. Motion passed unanimously. Jim Moreland moved to increase the Bookkeeper’s salary by \$.75 per hour and \$500 in incentive pay. Rick Shimon seconded. Motion passed unanimously.
5. **Election of Board Officers for 2021.** Skip Courter moved to elect the same slate of officers as we currently have (President- Charles Flink, Vice President- Curtis Wilcox, Treasurer-Mark Schroeder, Secretary-Jim Moreland). Rick Shimon seconded. Motion passed unanimously. President Flink thanked the Board for their service.
6. **Discuss and vote on using non-ESD funds for some new furniture for the Main Station.** After hearing Chief Zipp’s request for funds to furnish the new stations with non-ESD funds, considerable discussion occurred. Jim Moreland moved that we designate \$20,000 of non-ESD funds to furnish the new stations. Commissioner Coley stated he could not commit, but would raise the issue with the ESD 6 Board of Commissioners for additional funding to complete the outfitting. Buddy Boone seconded. Motion passed unanimously.

7. **Discuss and vote on using non-ESD funds for extra Christmas celebrations for the firefighters.** Buddy Boone moved we spend up to \$2,000 of non-ESD money for Christmas celebrations for the fire fighters. Rick Shimon seconded. Motion passed unanimously.

**BoD Roundtable:** President Flink reminded the Board there might be need for a December meeting depending on feedback on the contract from the ESD attorney.

**Adjourn**

The next board meeting is scheduled for Monday, Jan 25<sup>th</sup>, 2021 at 7:00 p.m. There is normally no meeting in December, but we may need another meeting for considering the contract. Buddy Boone made a motion for the meeting to be adjourned, which was seconded by Skip Courter. Motion carried unanimously, and the meeting was adjourned at 8:33pm.

Respectfully submitted,

*Jim Moreland*

Secretary, BVFD BoD

**Bracken Volunteer Fire Department  
23600 FM 3009  
San Antonio, Texas 78266  
Treasurer's Report  
For November 16, 2020**

- **Budget Recap Jan 1, 2020 – October 31, 2020**

Through 83.3% of the year

Income - 101.5% of budget

Expenses - 77.1% of budget

- **Cash on Hand as of 11/13/20:                   \$ 587,746.93**

First United Bank Checking (Non-ESD)	\$ 163,575.73
First United Bank Christmas Fund “”	\$ 1,682.53
Schertz Bank Checking	\$ 60,122.49
Schertz Bank Payroll	\$ 180,908.23
Schertz Money Market	\$ 181,457.95

- We have been informed by VFIS that we should expect a large increase in our workers comp. premium for 2021 due to increased claims paid out for fire department employees. For the past 3 years, Texas Mutual has had over a 100% loss ratio for the fire departments they insure. In 2019, for every dollar in premiums received, Texas Mutual paid out \$1.88 in claims for firefighters. This is an industry-wide problem as firefighters are being exposed to more carcinogens and chemicals. We have asked VFIS to obtain a second bid from a different insurance company.

Respectfully Submitted,

**Mark Schroeder  
Treasurer**

## **ACTIVITY REPORT**

**Asst Chief Bill Anz**

**October 2020**

**63 total runs, 20 fire calls and 43 rescue calls.**

**TOTAL Average emergent fire response was 8:19 minutes and average emergent rescue response was 9:36 minutes.**

**Station 1 average emergent fire response time 10:51**

**Station 1 average emergent rescue response time 9:10**

**Station 2 average emergent fire response time 9:16**

**Station 2 average emergent rescue response time 10:56**

**18 calls were run out of station 2.**

**SH 46/Copper Ridge responses**

- CO detector – Palisades View – 14:05**
- Medical emergency – Solms Forest – 16:27**
- Cancelled – SH46 – 00:00**