



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

Approved Minutes –Meeting of the Bracken VFD Board of Directors
Monday, April 25th, 2022

Board Members

Charles Flink, President	- Present	Skip Courter, Member	- Present
Kurtis Wilcox, Vice President	- Present	Bob Schoeler, Member	- Present
Colin Smith, Treasurer	- Absent	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. The Pledge of Allegiance and Pledge to the Texas Flag were recited. In addition to the BoD members above, Chief Zipp and Asst Chief Anz were present, along with ESD 6 Commissioner Jim Solomon.

Minutes Approval – As the first order of business, minutes of the March 2022 Meeting were presented. Walter Brown made a motion to approve, and Bob Schoeler seconded. Motion passed unanimously.

Treasurer's Report – President Flink presented the report for the period Mar 1 to Mar 31, 2022 on behalf of Treasurer Colin Smith (absent). As of Apr 22, 2022, cash on hand is \$613,478.62. As of Mar 31, 2022, income was 50.1% of budget and expenses were 20.9% of budget through 25% of the year. Texas Mutual returned \$4,506 of our Workmen's Compensation premium, which was deposited in our operational account. Skip Coulter moved to accept, and Kurtis Wilcox seconded. Passed unanimously. Report attached.

Unfinished Business and General Orders

- 1. Fire Chief Report** – Chief Zipp reported that the Tender Unit had leaky valves that had to be replaced, and one of the large trucks needed front disc brakes, which accounted for the largest expenditures in March. The Burn Ban is still on, even though we have received 2 ½ inches of rain today. The rain should improve conditions considerably and will hopefully allow the burn ban to be removed. Comal 100 Club had their banquet last month and a generous donor donated an entire table for BVFD personnel and guests to attend. The First Responders Pancake Breakfast is coming up on May 21st, 8:00 to 11:00a.m. BVFD spent several hours at the Davenport High School for Career Day, talking to students about firefighting as a career. CCHD is predicting another Covid-19 spike, but so far, no BVFD responses have been for Covid related illness. Chief Zipp reported that a significant communications upgrade was underway for area Fire Departments to avoid waking personnel across the county when the dispatch is only for one station.

2. **Activity Report/ Emergency Rescue Report** – Chief Zipp reported in the absence of Asst Chief Anz. From Mar 1 to Mar 31, 2022, there was a total of 59 runs; 19 fire and 40 rescue. Average emergency fire response time: 05:33. Average rescue response time: 7:02. 50 calls were run out of Station 1 and nine calls were run out of Station 2. Report attached.
3. **Emergency Services District (ESD) 6 Update** – Commissioner Jim Solomon was present, representing ESD 6. He will be presenting information on the “Reserve Study” later in the agenda. Jim also mentioned ESD 6 was in favor of changes in the Communication system upgrades discussed by Chief Zipp.

New Business

1. **Review and discuss the ESD Approved Reserve Study.** Commissioner Jim Solomon reported that the ESD now has two reserve accounts. One for operational (human resources) related costs and now for equipment and facilities (E&F) items. ESD 6 engaged Armstrong, Vaughan and Associates to assist with researching a Reserve Study. The study looked at assets with an operational life. ESD 6 strategy is to never incur debt to fund new or replacement assets. The Reserve study looked primarily at the most expensive assets in ESD 6, and funded acquisition/replacement it at 70% vs 80% for the operational account. The account is funded at 1/12 per month with a monthly vote by the Commissioners to affirm the need and availability of funds. Acquisition/replacement actions use both the theory from the study and the facts from Chief Zipp. Fact normally trumps study theory, so adjustments are made each year. Goal is to reduce the risk of having a problem with a major asset that cannot be paid for without incurring debt. ESD 6 Commission wants BVFD to provide input on what we need and they will do their best to fund it. President Flink noted that 80% of BVFD operational costs are for personnel.
2. **Accept resignation of Rick Shimon from the board.** President Flink reported that Director Rick Shimon submitted his resignation. Rick retired from the FBI and accepted a position in Austin. Action will be taken at a future meeting to fill the vacancy. Candidates to fill the position should be identified to President Flink.

BoD Roundtable: No issues raised. President Flink reported that there will be a budget meeting for approximately two hours from 6-10 June. Details to follow. Chief Zipp reported the Department funded Health Screening approved by the Board last year will begin later this summer for firefighters. This effort is being sponsored by six area departments to reduce the cost per person. Goal is early identification of serious diseases so treatment can begin earlier in disease process.

Adjourn

The next board meeting is scheduled for May 23rd at 7:00 p.m. President Flink asked for a motion to adjourn. Kurtis Wilcox made the motion and Walter Brown seconded. President Flink adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Jim Moreland
Secretary, BVFD BoD

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

Treasurer's Report For April 25, 2022

- **Budget Recap Jan 1, 2022 – March 31, 2022**

Through 25.0% of the year

Income	50.1% of budget
Expenses	20.9% of budget

- **Cash on Hand as of 04/22/22: \$ 613,478.62**

First United Bank Checking	\$ 139,049.93
First United Bank Christmas Fund	\$ 1,682.53
Schertz Bank Checking	\$ 63,142.73
Schertz Bank Payroll	\$ 145,771.34
Schertz Money Market	\$ 263,832.09

- **Other Business**

We received our 2nd Qtr. ESD check in the amount of \$446,825.00. That amount is reflected in the above bank balances and on the 3/31/22 financial statements.

Armstrong Vaughan is still working on our 2021 audit. They are waiting on questionnaire responses from some board members.

After our Texas Mutual 2021 Workers Comp audit, we received a return premium of \$4,506.00.

Respectfully Submitted, Colin

Smith
Treasurer

Activity Report

March 2022

59 total runs, 19 fire calls and 40 rescue calls.

TOTAL Average emergent fire response was 5:33 minutes and average emergent rescue response was 7:02 minutes.

Station 1 average emergent fire response time 5:39
Station 1 average emergent rescue response time 7:11

Station 2 average emergent fire response time 5:24
Station 2 average emergent rescue response time 5:23

50 calls were run out of Station 1.

9 calls were run out of Station 2.