



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

Draft Minutes – Bracken VFD Board of Directors Meeting
Monday, Feb 27, 2023

Board Members

Charles Flink, President	- Present	Skip Courter, Member	- Present
Kurtis Wilcox, Vice President	- Present	Bob Schoeler, Member	- Present
Colin Smith, Treasurer	- Present	Gary Palmer, Member	- Present
Jim Moreland, Secretary	- Present	Jackie Mitchell, Member	-Present
Buddy Boone, Member	- Absent		

Regular Board Meeting

President Charles Flink called the meeting to order at 7:00 p.m. In addition to the BoD members above, Chief Zipp, Asst Chief Anz, and Marilyn Winters were in attendance.

Minutes Approval – The minutes from the Jan 2023 meetings were presented. Motion to accept with the correction of Buddy Boone and Gary Palmer being absent was made by Collin Smith, Jackie Mitchell seconded, and the motion passed unanimously.

Treasurer's Report – Colin Smith, Treasurer presented his Report for the Feb 27th, 2023 meeting. As of Feb 24th, 2023, cash on hand was **\$ 491,407.51**. As of Jan 31st, 2023, income was 25.09% of budget and expenses were 6.2% of budget through 8.33% of the year. Kurtis Wilcox made a motion to approve the report and Gary Palmer seconded. Motion passed unanimously. A copy of the summary report is attached.

Unfinished Business and General Orders

- 1. Fire Chief Report** – Chief Zipp reported that the State Fire Commission Compliance Inspection is completed, and BVFD is certified for another two years. The radio system upgrade is still underway. The new pickup is in. Striping and radio installation, etc. is underway. For the next agenda, need to discuss Lifetime Memberships and pricing, and to upgrade the internet service from 3 MBPS to 20 Meg per second. Increase in price is several thousand dollars a month. Group discussion suggested we look at what Davenport HS uses. Anybody with suggestions should contact Chief Zipp. The Burn Ban is off for now.
- 2. Activity Report/ Emergency Rescue Report** – Asst. Chief Anz reported 65 runs in January 2023, 13 fire calls and 52 rescue calls. Report attached.

- 3. Emergency Services District (ESD) Update** – No representatives present. Skip Courter and Chief Zipp both attended the last ESD meeting. Chief Zipp reported that he attended the ESD 6 presentation to Commissioners Court and it went well.
- 4.** President Flink stated he was combining the Old Business Item 4 regarding Merit Pay with the New Business Item 1 regarding discussion and taking action on the BVFD retirement benefit under new business.

New Business

- 1. Review, discuss and act as needed on merit pay vs. special experience pay (OPEN from Oct meeting: Chief Zipp) and Review, discuss and act as needed on forming a sub-committee to investigate and make recommendations to the Board regarding BVFD’s retirement benefits and policies to increase retention.** We have started losing firefighters at the five to seven year point. Chief Zipp believes the ESD would support improving benefits to increase retention.. Marilyn reported that we currently match 1 to 1 for every dollar contributed by the employee, up to 5% of salary. If we matched 2 to 1 at 5%, the cost to the Fire Department is \$55k annually and 2 to 1 at 7% is \$99k annually. President Flink stated he thought we could support the 2 to 1 match at 5% within our current budget. Jim Moreland made a motion that we increase the BVFD matching contribution from 1 to 1 to 2 to 1 up to 5% effective 1 April 2023. Skip Courter seconded. Discussion ensued about raising the cap from 5% to 7%, but the consensus was that we should further study the impact on our overall budget and what other Departments were offering. The motion passed unanimously. President Flink said he would appoint a committee to study the matter further.
- 2. Review, discuss and act as needed on Comal County 100 Club donation (Corporate Membership) from non-ESD funds.** Chief Zipp outlined what the 100 Club does for first responders and families. Gary Palmer made a motion to purchase the Corporate membership from non-ESD funds. Collin Smith seconded the motion and it passed unanimously.

Adjournment

Jackie Mitchell moved for adjournment and Kurtis Wilcox seconded. Motion passed unanimously. President Flink adjourned the meeting at 8:05 p.m. Next scheduled meeting is Mar 27th, 2023 at 7:00 p.m.

Respectfully submitted,

James P. Moreland

Jim Moreland
Secretary, BVFD BoD

**Treasurer's Report
For February 27, 2023**

- **Budget Recap Jan 1, 2023 – January 31, 2023**

Through 8.33% of the year

Income	25.09% of budget
Expenses	6.22% of budget

- **Cash on Hand as of 02/24/23: \$ 491,407.51**

First United Bank Checking	\$ 130,801.08
First United Bank Christmas Fund	\$ 1,682.53
Schertz Bank Checking	\$ 82,290.13
Schertz Bank Payroll	\$ 38,719.38
Schertz Money Market	\$ 237,914.39

- **Other Business**

No other business to report at this time.

Respectfully Submitted,

Colin Smith
Treasurer

Activity Report

January 2023

65 total runs, 13 fire calls and 52 rescue calls.

TOTAL Average emergent fire response was 9:23 minutes and average emergent rescue response was 6:43 minutes.

Station 1 average emergent fire response time 0:00
Station 1 average emergent rescue response time 6:50

Station 2 average emergent fire response time 9:14
Station 2 average emergent rescue response time 6:03

11 calls were run out of station 2.