



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

Minutes – Bracken VFD Annual General Membership Meeting
Tuesday, October 10, 2023

Board Members

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

General Membership Meeting

Vice President Kurtis Wilcox called the meeting to order at 7:00 p.m. In addition to the BoD members above, Chief Zipp, bookkeeper Marilyn Winters, and five others were present. The Pledge of Allegiance to the U.S. Flag and Pledge to the Texas Flag were spoken.

Minutes Approval – The minutes from the September 2023 meeting were presented. Motion to accept was made by Buddy Boone, Colin Smith seconded, and the motion passed unanimously.

Treasurer's Report – Marilyn Winters, Bookkeeper, presented the report. As of October 5th, 2023, cash on hand was **\$ 991,847.53**. As of September 30th, 2023, income was 77.2% of budget and expenses were 60.5% of budget through 75% of the year. Motion to approve the report made by Gary Palmer, Skip Courter seconded. Motion passed unanimously. A copy of the summary report is attached. Gary Palmer asked about credit card details. Marilyn and Chief Zipp will check and respond to a new business item at next month's meeting.

Unfinished Business and General Orders

- 1. Fire Chief Report** – Chief Zipp reported that a second station was opened and calls running out of that station significantly reducing response time. Firefighters currently “live” in a doublewide mobile home. Future plans call for replacing it with a permanent living structure. Rescue, engine and tenders are run out of both stations. Both stations are staffed 24/7. The next fire truck to be replaced could take up to five years from order to completion. Bunker gear has a useful life of ten years by state rules so its replacement adds to operating expenses.
- 2. Activity Report/ Emergency Rescue Report** – Asst Chief Anz reported for September there were 54 total runs, 9 fire calls and 45 rescue calls. Average emergent fire response was 6:34 minutes and average emergent rescue response was 6:01

minutes. 10 calls were run out of Station 2. For the year 1 October 2022 to 30 September 2023, there were 809 total runs (2% increase from 793), 182 fire calls (5% decrease from 192) and 627 rescue calls (4% increase from 601). 672 calls were run out of Central Station and 137 calls were run out of station 2. Monthly and Annual Reports attached.

3. **Emergency Services District (ESD 6) Update** – Randy Maschek was present. He reported that ESD 6 is allowed to go up to 10 cents per \$100 appraised value. ESD #6 is below that in the 8 cent per \$100 range. He also explained that in addition to contracting with BVFD, ESD 6 also contracts with Schertz EMS. Support agreements with adjacent ESDs were written to significantly reduce response times to Copper Ridge and other buildings in the Hwy 46 area.
4. **Review, discuss and act as needed on information regarding BVFD credit card loyalty programs and status of points/miles or cash back. (OPEN from September meeting – Marilyn Winters and Chief Zipp)** Chief Zipp reported that their credit cards are only used when checks aren't feasible. There are currently about 46,000 points but they are only for use in a specific catalog. Gary Palmer asked if we could look further at cards with cash back vs. points.
5. **Status of adding EMAILs to BVFD Membership database.** Jim Moreland reported that 100% of updates to the BVFD have been input to a new database, including the addition of telephone numbers and email addresses. There are currently 1,192 member records in the DB. There are currently 425 “Life” members and 341 “Annual” members paid through the end of 2023, 4 through 2024, 4 through 2025 and one through 2026. 271 current members provided an email address during the 2023 membership campaign. 863 have a phone number listed. Updating the DB with receipts from the newsletter for the 2024 membership campaign recently sent to all ESD #6 property owners may begin immediately. If news of the Christmas Party is transmitted via email this year, we should be prepared for a significant increase in attendance and use of an RSVP return email is recommended. Next step will include selecting a mail manager. Because we have over 500 contacts, free options are very limited, so it is likely an adequate mail manager that can send 1,000 or more emails at a time will be somewhere between \$12 and \$30 per month. OPEN: Jim Moreland for 2024 updates.

New Business

1. **Review, discuss and act as needed on the approval of auditors for 2023.** Marilyn Winters reported that the auditors have not yet engaged. Item tabled until they send us a letter.
2. **Discuss and take action, if necessary, on any additional plans for the annual Christmas Party, particularly regarding RSVPs being needed after email notifications go out.** Last year's count was approximately 150, but with email notices, need an RSVP email return system. Buddy reported that Dottie will cater King Ranch Chicken.
3. **Conduct the annual meeting for the election/re-election of Directors whose terms are expiring (Kurtis Wilcox, Colin Smith, and Bob Schoeler for three-year terms).** Motion made by Buddy to re-elect all three, who agreed to serve again. Seconded by Jackie Mitchell, Passed unanimously.
4. **Solicit input from annual meeting attendees and take action as necessary.** One attendee asked about how BVFD competes with area Departments for salary and benefits. Chief Zipp related that BVFD works hard to keep salary and benefits competitive, training relevant and firefighters happy.

Round Table

Thursday and Friday of last week, Skip Courter attended a first responder meeting, where firefighters, EMTs and others talk about how they cope with stress and traumatic experiences. He reminded us that more firefighters take their own lives than are killed in the line of duty. Buddy Boone reminded all that our next meeting will be on November 20th (week before Thanksgiving), one week earlier than the usual fourth Monday. There will be no formal December meeting, just a Pro Forma meeting prior to the Christmas Party on December 2 (first Saturday of December) if there is a Board quorum present.

Adjournment

Buddy Boone moved for adjournment and Colin Smith seconded. Motion passed unanimously. VP Wilcox adjourned the meeting at 7:45 p.m. Next scheduled meeting is November 20th, 2023 at 7:00 p.m.

Respectfully submitted,

Jim Moreland

Jim Moreland
Secretary, BVFD BoD

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

Treasurer's Report For October 09, 2023

- **Budget Recap Jan 1, 2023 – September 30, 2023**

Through 75.0% of the year

Income	77.2% of budget
Expenses	60.5% of budget

- **Cash on Hand as of 10/05/23: \$ 991,847.53**

First United Bank Checking	\$ 29,470.39
First United Bank Christmas Fund	\$ 1,682.53
First United Bank Money Mkt. Acct.	\$ 100,159.62
Schertz Bank Checking	\$ 54,818.15
Schertz Bank Payroll	\$ 120,975.64
Schertz Money Market	\$ 684,741.20

- **Other Business**

We received our 4th Qtr. ESD check in the amount of \$492,355.00. That amount is reflected in the above bank balances.

Respectfully Submitted, Colin Smith
Treasurer

October 2022 to September 2023 Incidents report

809 total runs (2% increase from 793), 182 fire calls (5% decrease from 192) and 627 rescue calls (4% increase from 601).

TOTAL Average emergent fire response was 7:3 minutes and average emergent rescue response was 7:09 minutes.

Station 1 average emergent fire response time 07:11
 Station 1 average emergent rescue response time 06:55

Station 2 average emergent fire response time 07:54
 Station 2 average emergent rescue response time 07:22

672 calls were run out of Central Station.
 137 calls were run out of station 2.

Station 1

Fire	17	26% decrease
Rescue	528	16% increase
Hazardous Condition	39	30% increase
Service Call	52	13% increase
Good Intent	52	37% decrease
<u>False Call</u>	<u>32</u>	<u>28% decrease</u>
Total	672	1% decrease

Station 2

Fire	7	no change	Rescue	
93	30% increase	Hazardous Condition	3	
200% increase	Service Call	8	33%	
increase	Good Intent	16	23%	
decrease	<u>False Call</u>	<u>10</u>	<u>66%</u>	
<u>increase</u>				
Total	137	22% increase		

SEPTEMBER 2023

54 total runs, 9 fire calls and 45 rescue calls.

TOTAL Average emergent fire response was 6:34 minutes and average emergent rescue response was 6:01 minutes.

Station 1 average emergent fire response time 7:47
Station 1 average emergent rescue response time 6:00

Station 2 average emergent fire response time 00:00
Station 2 average emergent rescue response time 06:56

10 calls were run out of station 2.