



CONCAN VOLUNTEER FIRE DEPARTMENT

BOARD OF DIRECTORS

Monthly Meeting – May 06, 2025

Meeting Minutes

MEETING CALLED TO ORDER:

At 18:40, the meeting was called to order and a quorum was established by Board Vice-president, Kris Sellers.

BOARD MEMBERS IN ATTENDANCE:

Justin Wills (Fire Chief/EMS Director)

Kris Sellers (Vice-president)

Sherry Martinez (Treasurer) (Zoom)

Mickey Redus (Administrative Secretary)

Steve Campbell (Member at Large)

CCVRD members attending: (via Zoom): Louisa Bonin, David Ullman, Kelsey Wills, and James Kennedy

Guest Attendee: Roland Garcia

APPROVALS OF MINUTES AND TREASURER'S REPORT:

The minutes of the April BOD Meeting having been previously provided to BOD members via, email, were also presented in printed form and reviewed. Steve Campbell moved to approve the minutes. Kris Sellers seconded the motion. The motion carried.

The Treasurer's Report was presented. Current balances:

ESD Account: \$52,395.56

Insurance Account: \$5,965.25

Main Checking Account: \$60,624.65

- A substantial portion of this balance is the proceeds from the sale of Engine 1. The loan payoff is still pending with a balance due of \$22,497.83

Total in all accounts: \$118,985.46

There is approximately \$35,460 in donations to be deposited by Sherry. Some of these funds are designated for specific items and will not be included in the general fund.



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Mickey moved that the Treasurer's Report be approved as presented. Steve seconded the motion. The motion passed.

OLD BUSINESS:

1. Medical devices for Medic 2: (Monitor and Lucas Device)
 - a. A donation for \$35,000 for the purchase of the above equipment has been received.
 - i. Justin will send a check to Boundtree. The monitor is currently in stock and available. The Lucas device will be back-ordered with projected delivery in June.
2. Purchase of Polos and T-shirts: – Complete
3. Call-Off Policy:
 - a. Justin is developing the policy.
 - b. Once the draft policy is complete, the BOD will review for approval
 - c. After BOD approval, the policy will be communicated to affected employees and implemented.
4. UTV Repair:
 - a. Repair has been temporarily delayed, due to expense. The UTV is currently usable even without functioning power steering.
5. Status of Hummer:
 - a. The hummer is on lease from Uvalde County. The lease has been transferred to Knippa VFD and is no longer on our books.

NEW BUSINESS:

1. Bid on station build out:
 - a. It was decided to accept the lower of the three bids received. The total amount of the bid is \$197,000.
 - b. A detailed bid is on file at the station.
 - c. Estimate completion time is 4 weeks.
 - d. Bid does not include all building furnishings (toilets, sinks, etc.), furniture (beds, dressers, desks, chairs, etc.), etc.
 - e. A loan for \$250K has been tentatively approved by First State Bank of Uvalde
 - i. Documentation has been generated
 - ii. The term of the loan is 20 years



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- iii. Approximate monthly payment will be \$2,600/month
 1. Kris Sellers moved that we accept this loan
 2. Steve Campbell seconded the motion.
 3. Approved
 4. Loan application was signed by Kris Sellers. Will request that Cody Shockleys provide the second signature.
2. Possible donation of property: Roland Garcia
 - a. Roland Garcia and his partner(Carper Capt) want to donate 3 acres of property located at the southeast corner of the intersection of US Highway 83 and Uvalde County Road 350. (The lot is located Between the new subdivision and US Highway 83).
 - b. The property has been previously listed as Commercial Proerty.
 - c. The suggested purpose of the donation is for a new Fire Station for Concan Volunteer Fire Department.
 - d. If we are interested, we can enter into discussions with them.
3. Payment for full-time employees to attend AEMT school.
 - a. Total cost for this training would be \$7,500. (3 students at \$2,500 each). Personnell included in this offer are: Justin Wills, Kelsey Wills and Jules Casburn.
 - b. In exchange for providing this training at CCVFD expense, employees would agree to forgoing a raise in pay for first year, commencing at completion of certification.
 - c. Recipients of this benefit would agree to a contract obligating them to a minimum of 2 years of service to CCVFD/EMS, commencing at completion of this certification.
 - d. Mickey Redus moved that CCVFD pay for this training and reimburse tuition already paid, contingent on an approved contract executed by both parties, with Justin and Cody defining the terms of the contract.
 - e. The motion was seconded by Steve Campbell.
 - f. The motion was approved.

CHIEF'S REPORT

- 1.) AirLife 5 contract for service:
 - a. Justin will set up a meeting with AirLife personnell to move forward.



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- 2.) SAM.gov grant system:
 - a. Update: Complete (hopefully)
- 3.) Memorial Day is traditionally a very busy weekend for our department. Justin requested that we approve the staffing of a second BLS ambulance (Medic 2) for the peak hours of Memorial Day weekend. Hours of service would be from 10 AM to 10 PM for the days of May 24, 25 and 26. The estimated cost to the department for this additional coverage would be approximately \$1,200.
 - a. Mickey Redus moved that we approve this request.
 - b. Kris Sellers seconded the motion.
 - c. The motion passed.

ADJOURNMENT:

Mickey moved that the meeting be adjourned. Steve seconded the motion. The motion carried.

The meeting was adjourned at 20:40.

Respectfully submitted,

Mickey Redus, Administrative Secretary CCVFD BOD