

**MCESD1 BOARD, TTA TEAM, VFD CHIEFS, and VFD BOARD PRESIDENTS**  
**PO BOX 1037**  
**CASTROVILLE, TEXAS 78009**

**JOINT MEETING MINUTES**

THURSDAY, September 16, 2021, 6:30PM

Meeting Location: Courtroom of the Medina County Sub Courthouse at Precinct 2, 8366 FM 471 S, Castroville, TX

**I. CALL TO ORDER**

**1. ROLL CALL AND ESTABLISH A QUORUM, INVOCATION, AND PLEDGE OF ALLEGIANCE:**

Citizen-at-Large Tim Hildenbrand was unable to attend the meeting and requested that Castroville VFD Lieutenant I Melanie Godwin preside over the meeting. Castroville VFD Lieutenant I Melanie Godwin called the joint MCESD1 Board, TTA Team, VFD Chiefs, and VFD Board Presidents meeting to order at 7:21 pm and established a quorum with the following TTA Team members present: Mico VFD Captain Susan Tinsley, Mico VFD Assistant Chief Ian Zabel, LaCoste Firefighter Jarrett Ferris, Captain Ramon Martinez, and Ronda McNew. Team representatives Robert Tolbert, Terry Zepeda, Marquez Fuentes, and Citizen-at-Large Tim Hildenbrand were absent and made no requests for a connection via video chat applications. Administrative Coordinator Polly Edlund, Assistant Chief of Administration John Banning, Administrative Assistant of Finance Lori Stein, Castroville VFD Board President Melissa Thornley, Castroville VFD Board Treasurer BeBe Hurtado, Castroville VFD Assistant Chief Dan Thornley, were also in attendance.

At Ms. Godwin's request, all attendees faced the United States flag followed by the State of Texas flag and pledged their allegiance to the flags and the nation and state they represent. Ronda gave the invocation praying for the Lord's protection on all first responders and for His wisdom and guidance during the meeting. Melanie thanked all for their loyal and patriotic participation.

**2. MINUTES, MOTION OF ACCEPTANCE – (August 19<sup>th</sup>):**

The Advisory Team members received a copy of the August 19, 2021, meeting minutes via email for their information and review. Since the August 19<sup>th</sup> meeting was an MCESD1/TTA Team joint meeting, the minutes were approved at the September 8<sup>th</sup> MCESD1 Board meeting.

**3. DISCUSSIONS ON TASKS AND ASSIGNMENTS:**

**3 – A. Review/Action/Discussions/Procedures and Process on assisting MCESD1 in the Development of a new fire department program under one Fire Chief to recruit, staff, and man stations within MCESD1:**

**3 – A – 1. Meet & Greet Candidate for new Fire Chief**

The MCESD1 Board members were still in a 6:30pm posted executive session meeting that ran long, due to this fact Lt. Godwin noted item 3-A-1 would be addressed later in the meeting and moved to agenda item 3 – A – 2.

**3 – A – 2. GRAND OPENING FOR STATION 15- Recruitment Booth (Volunteers and Printing Needs):**

The TTA Team members discussed recruitment and following discussion and agreement, the following items were presented to the MCESD1 Board when they merged into the joint meeting:

- Recruitment booths/tables would be set up during the National Night Out scheduled for 6:30pm on October 5<sup>th</sup> in Castroville and Mico. Castroville event will be at the Castroville Airport and the Mico event will be at Station 12.
- Recruitment tables would be set up for the City of Castroville Halloween event at the Station 10.
- Banners and flyers will be used to advertise the recruiting events. Rodney moved to allow expenditures not to exceed \$500 to purchase table-sized generic recruitment banners for each fire station. Tom seconded his motion, and the motion approved with a 3-0 vote. Information for the flyers will be sent to Polly for printing and publication in the local paper and in various social media platforms.
- The State Firefighters' and Fire Marshals' Association of Texas (SFFMA) was awarded \$1.43 million for a Staffing for Adequate Fire and Emergency Response (SAFER) grant to assist Texas' fire departments with retention and recruitment of volunteer emergency responders. To assist in the recruitment efforts throughout the state, the SFFMA has launched a marketing campaign of several avenues including an interactive website ([www.VolunteerFirefighter.org](http://www.VolunteerFirefighter.org)), recruitment and retention toolkits, and flyers and posters. The SAFER grant also includes three two-day Retention and Recruitment Workshops with the purpose to educate fire service leaders on how to implement the tools that the grant provides and how to use these items and ideas successfully in their local department. One of these training workshops will be September 25-26, 2021, at the SFFMA office in Manchaca. The



workshop is free, and a grant is available to fund \$150-\$158 of the cost of the hotel stay. The fire service personnel present at the meeting requested the Board's assistance to attend this workshop since the hotel requires full payment at the time of the stay; however, the grant will reimburse \$150-\$158 per room. Tom moved to allow expenditures not to exceed \$600 to cover the hotel rates not covered by the grant reimbursement. Rodney seconded his motion, and the motion approved with a 3-0 vote. Breakfast and lunch are compliments of SFFMA; however, attendees are responsible for the cost of dinner. Polly noted that each VFD has \$12,000 in their budget for training.

The concurrent executive session had temporarily recessed. President Dziuk, Tom Page, Terry Beck, Rodney Hitzfelder and guest Clint Cooke had joined this meeting. Castroville VFD Lieutenant I Godwin relinquished the meeting to MCESD1 President Dziuk at 7:52pm. At this time, President Dziuk addressed item 3-A-1.

**3 – A – 1. Meet and Greet for New Fire Chief:**

- President Dziuk introduced Clint Cooke, one of the candidates for MCESD1's Fire Chief to the meeting's attendees. Mr. Cooke gave a very brief history of his fire service which began as a volunteer in 1995 in Spring, TX and evolved into a full-time profession. Mr. Cooke fielded questions and concerns from the meeting's attendees. Mr. Cooke exited the meeting following his introduction and question and answer period.

**3 – A – 3. MCESD1 New Station Structure(s):**

**3 – A – 3 – a. MCESD1 Fire Department Patch Recommendations:**



Out of several options previously introduced to the TTA Team at their meetings, two patch options were reintroduced to the MCESD#1 Board. The Board and the TTA Team agreed to accept the design of the blue one with several modifications. Commissioner Beck will collaborate with John to create a sample that will be presented to the MCESD1 Board and the TTA Team for their final approval.

**3 – A – 3 – b. KENS 5 Television Interview – Follow-up:**

KENS 5 postponed the KENS 5 television interview. The District's Public Information Officer (PIO) suggested that the interview should wait until the new MCESD1 Fire Chief is on board and he will be able to help with television production. The Board agreed and this agenda item tabled.

**3 – A – 3 – c. Scheduling Platforms for Volunteer Availability for Stations:**

The Board tabled this agenda item.



**3 – A – 3 – d. Physical Examinations Options for MCESD1 Volunteers at Stations:**

The Board tabled this agenda item.

**3 – A – 3 – e. TTA Team Committee Update on Standard Operating Guidelines:**

The Board tabled this agenda item.

**3 – A – 3 – f. MCESD1 Fire Department Training – TCFP Certified and SFFMA:**

The Board tabled this agenda item.

**4. OLD BUSINESS:**

**4 - A. MCESD1 Status Update on Consolidation Recommendations – Update:**

The Board tabled this agenda item.

**4 - B. TTA Team Priority Bullet-Point List for MCESD1/FIRE CHIEF:**

The Board tabled this agenda item.

**5. NEW BUSINESS:**

**5 - A. SET NEXT MONTH'S MEETING(s) – October 7<sup>th</sup>:**

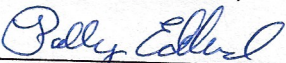
The next proposed regular meeting of Advisory Team will be at 6:30pm on Thursday, October 7, 2021, in the Courtroom of the Medina County Sub Courthouse at Precinct 2, 8366 FM 471 S, Castroville, TX. Exact date and time will be confirmed when the agenda is posted.

**5 - B. GRAND OPENING:**

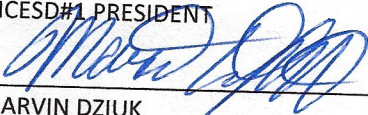
**6. ADJOURN:**

Tom moved to adjourn the meeting. Terry seconded his motion, and the motion was unanimously approved. President Dziuk adjourned the joint MCESD1 Board, TTA Team, VFD Chiefs, and VFD Board Presidents meeting at 9:06pm.

RESPECTFULLY SUBMITTED,

  
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POLLY EDLUND

MCESD#1 PRESIDENT

  
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MARVIN DZIUK