



## EMERGENCY SERVICE DISTRICT #2



### BOARD OF DIRECTORS EL PASO COUNTY APPOINTMENT

Submit Application & Background Investigation to the  
El Paso County Human Resources Department at:

800 E. Overland  
Room 223  
El Paso, TX 79901  
Phone: (915) 546-2218  
Fax: (915) 546-8126  
Email: [humanresources@epcounty.com](mailto:humanresources@epcounty.com)

**Board Liaison:**  
Emergency Services District No. 2  
Annette Gonzalez  
Phone: (915) 851-0304  
Email: [agonzalez@epcountyesd2.org](mailto:agonzalez@epcountyesd2.org)



## VERONICA ESCOBAR

El Paso County Judge

Dear Applicant,

Thank you for your interest in applying to serve as a member of the El Paso County Emergency Service District #2. This packet provides the necessary information for you to familiarize yourself with the responsibilities of this board and the necessary documents to begin the application process.

We appreciate your willingness to be involved in guiding the future of this board and its function of ensuring the health and vitality of our community.

As a member of this board, you will be expected to participate in the meetings and other tasks as deemed necessary to fulfill your post. You should participate actively in meetings and seeking as much information needed to help the board come to its decisions. Please be aware of the various duties, responsibilities and the time commitment that will be required of you.

After submitting this application, it will be reviewed and if it meets the qualifications needed to fill the vacancy, your information will be submitted for approval by the El Paso County Commissioners Court.

If you have any further questions please feel free contact the County Judge's office at (915) 546-2098. Again, thank you for your leadership and commitment.

Sincerely,

A handwritten signature in blue ink, appearing to read "Veronica Escobar", is written over a light blue horizontal line.

Veronica Escobar  
El Paso County Judge

# EMERGENCY SERVICE DISTRICT #2

## Board Overview

The El Paso County Emergency Services No. 2 was created in 1995 by the Texas Constitution and the Health and Safety Code 775.

We protect and educate the 107,000 citizen within the county on fire protection. Currently the District covers 1,058 square miles and responded to 4,360 incident calls in 2010, 75% of the calls are of a medical emergency nature, therefore, our 223 VOLUNTEER firefighters must be trained as an Emergency Care Attendant, Emergency Medical Technicians, and Basic Life Support.

The District has 6 Fire Departments, Clint, Fabens, Montana Vista, San Elizario, Socorro and West Valley with 11 fire stations, 22 pumpers, 6 tankers, 2 aerials, 11 brush trucks, 20 rescue vehicles and 59 EMS vehicles, technical support, salvage trucks, chiefs vehicles, bomb unit, aircraft rescue firefighting, command centers, etc.

The District has a Fire Marshal's Department with 4 Fire Marshals certified by the Texas Commission on Fire Protection who enforces the fire code, educates the citizens on fire protection, and conduct fire investigations. They are also certified firefighters, ECA's, EMT and Peace Officers. All of the 7 departments and 223 VOLUNTEERS are on call 24/7 to serve and protect our citizens.

## Duties

Keep our SOP's (standard operating procedures) up to date, make contact with other entities to contract in mutual aid, work hand in hand with the Sheriff's Office, life ambulance, police department, schools and above all the citizens of the Community.

## Qualifications

To serve as a member of the board a person must be:

- (1) At least 18 years of age; and
- (2) A resident citizen of the state and:
  - (A) A qualified voter within areas served by the district; or
  - (B) The owner of land subject to taxation in the district.

## Seats

The commissioners court of a county in which a single-county district is located shall appoint a five-member board of emergency services commissioners to serve as the district's governing body.

## Term

Except as prescribed by Subsection (c), commissioners serve two-year terms. After the votes are canvassed and the commissioners court enters the order creating the district, the commissioners court shall appoint the initial emergency services commissioners to serve until January 1 of the year following the district election. On January 1, the court shall designate three of those emergency services commissioners to serve a two-year term and two of those emergency services commissioners to serve a one-year term. On January 1 of each year, the commissioners court shall appoint a successor for each emergency services commissioner whose term has expired.

## Meeting Times

2<sup>nd</sup> Wednesday of each month at 7:00 p.m. Location: 100 S. San Elizario Road. Suite N, Clint, Tx 79836

## El Paso County Emergency Service District #2 Information

Website:

<http://www.epcountyesd2.org/>

El Paso County ESD # 2 S.O.G. Manual:

<http://www.epcountyesd2.org/docs/SOG Manual/3.pdf>

Accounting & Financial Policies and Procedures Manual:

<http://www.epcountyesd2.org/docs/SOG Manual/2.pdf>

El Paso County Code of Ethics Training:

<http://epcounty.com/ethicscom/training.htm>

# EMERGENCY SERVICE DISTRICT #2 BYLAWS

Policy: BOARD OF COMMISSIONERS 101.001

Commissioners are re-appointed in January and will follow the Texas Health and Safety Code 775.034.

§ 775.034. APPOINTMENT OF BOARD IN DISTRICT LOCATED WHOLLY IN ONE COUNTY.

- (a) The commissioners court of a county in which a single-county district is located shall appoint a five-member board of emergency services commissioners to serve as the district's governing body. To serve as a member of the board a person must be:
  - (1) at least 18 years of age; and
  - (2) a resident citizen of the state and:
    - (A) a qualified voter within areas served by the district; or
    - (B) the owner of land subject to taxation in the district.
- (b) Except as prescribed by Subsection (c), commissioners serve two-year terms.
- (c) After the votes are canvassed and the commissioners court enters the order creating the district, the commissioners court shall appoint the initial emergency services commissioners to serve until January 1 of the year following the district election. On January 1, the court shall designate three of those emergency services commissioners to serve a two-year term and two of those emergency services commissioners to serve a one-year term.
- (d) On January 1 of each year, the commissioners court shall appoint a successor for each emergency services commissioner whose term has expired.
- (e) The commissioners court shall fill a vacancy on the board for the remainder of the unexpired term.
- (f) A member of the board who, because of municipal annexation, is no longer a qualified voter of an area served by the district or no longer owns land subject to taxation by the district may continue to serve until the expiration of the member's term.
- (g) The commissioners court shall consider relevant factors in determining the individuals to appoint as emergency services commissioners, including whether the individuals have knowledge that relates to fire prevention or emergency medical services and that is relevant to the common policies and practices of the board.



Three (3) personal or professional references not related to you:

NAME \_\_\_\_\_ PHONE # \_\_\_\_\_ YEARS KNOWN \_\_\_\_\_

NAME \_\_\_\_\_ PHONE # \_\_\_\_\_ YEARS KNOWN \_\_\_\_\_

NAME \_\_\_\_\_ PHONE # \_\_\_\_\_ YEARS KNOWN \_\_\_\_\_

Previous volunteer organizations and/or community service:

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Do you have property in El Paso County under your name? \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)

Are your property taxes currently paid? \_\_\_\_\_(Yes) \_\_\_\_\_ (No) If not, please give a brief explanation:

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Are you aware of any matter that could be considered a conflict that should be disclosed before you are considered for appointment?

If so, please describe the matter.

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Application should be submitted to:

El Paso County Human Resource Department  
Attn: County Boards  
800 E. Overland  
Room 223  
El Paso, TX 79901



**BACKGROUND INVESTIGATION  
AUTHORIZATION FORM  
RELEASE OF CONFIDENTIAL INFORMATION**

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Dear Applicant:

The County of El Paso conducts background investigations on applicants in various departments. This effort is part of the selection process and requires your authorization. By signing this document you acknowledge that you are voluntarily granting permission to the County of El Paso to conduct a background check and you authorize relevant parties to release confidential information. The information will remain confidential and will not be disclosed except \_\_\_\_\_.

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I, \_\_\_\_\_, further hereby authorize the County of El Paso Human Resources Department to obtain all confidential records and information pertaining to a complete background investigation. This may include items such as (but not limited to): personal references, work references, Police Records, Sheriff Records, Driving Record, and any open record request.

_____ Full Legal Name	_____ Maiden Name (If Applicable)
_____ Street Address	_____ City/State/Zip Code
_____ Social Security Number	_____ Driver's License Number/State
_____ Date of Birth	_____ Email

List the cities and states in which you have lived in the past 10 years.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

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Signature of Applicant