



EMERGENCY SERVICE DISTRICT #1



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

Board Liaison:
Emergency Service District #1
Ron Larson
Phone: (915) 852-3204
Email: Rlarson@epcsdl.com



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 #1. 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 the typed name.

Veronica Escobar
El Paso County Judge

500 E. San Antonio, Suite 301, El Paso, TX 79901

Phone: 915-546-2098 · Fax: 915-543-3888 · countyjudge@epcounty.com · www.epcounty.com

EMERGENCY SERVICE DISTRICT #1

Board Overview

An ESD is a local government agency created by a vote of the public to provide fire protection and/or emergency medical services (EMS) in specific areas in unincorporated areas of a County. The governing statute for an ESD is Chapter 775 of the Texas Health and Safety Code. An ESD collects taxes based on appraisals of real and personal property within the district. Commissioners serve on a voluntary basis and are responsible for budgeting, financing interests and investment of the District.

Duties

Sec. 775.036. POWERS AND DUTIES OF BOARD.

(a) The board shall:

- (1) hold regular monthly meetings and other meetings as necessary;
- (2) keep minutes and records of its acts and proceedings;
- (3) give reports required by the state fire marshal, commissioner of health, and other authorized persons;
- (4) on a written request from the commissioners court of a county in which the district is located received on or before December 31, give a written report not later than February 1 of the following year to the commissioners court regarding the district's budget, tax rate, and debt service for the preceding fiscal year; and
- (5) administer the district in accordance with this chapter.

(b) The board may adopt and enforce a fire code, including fines for any violations, that does not conflict with a fire code adopted by any county that also contains within its boundaries any portion of the land contained in the district and may require inspections in the district relating to the causes and prevention of fires and medical emergencies, except as provided by Section 775.031(b). The fire code must be similar to standards adopted by a nationally recognized standards-making association. The board may not enforce the district's fire code within the boundaries of a municipality that has adopted a fire code, except for an area that has been annexed only for limited purposes in which the municipality does not enforce a fire code. The board of a district located wholly within a county with a population of three million or more may not adopt a fire code or a fine for a violation of the district's fire code unless the commissioners court of the county consents to the adoption of the code or fine.

(b-1) If a county that contains within its boundaries any portion of the land contained in the district adopts a fire code after the district adopts a code under Subsection (b), the board may continue to enforce its fire code in the area subject to the county fire code. To the extent of any conflict between the county's code and the district's code, the more stringent provision prevails.

(c) The board may promote educational programs it considers proper to help carry out the purposes of this chapter.

(d) Repealed by Acts 2009, 81st Leg., R.S., Ch. 308, Sec. 4, eff. June 19, 2009.

(e) Chapter 551, Government Code, does not apply to a meeting of a committee:

- (1) Of the board if less than a board quorum attends; or
- (2) Composed of representatives of more than one board, if less than a quorum of any of the boards attends.

(f) Each January, the board shall publish the street address of the district's administrative office in eight-point type in the legal notices section of a newspaper of general circulation in the district. In a district's first year of operation, the board shall publish the notice not later than the 60th day after the date the initial board is appointed.

(g) The board may commission a peace officer or employ a person who holds a permanent peace officer license issued under Section 1701.307, Occupations Code, to inspect for fire hazards any structure, appurtenance, fixture, or other real property located in the district. The board may adopt procedures to order the owner or occupant of the property that fails an inspection to correct the hazardous situation.

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 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

4th Thursday of each month at 6:30 p.m. at the Horizon Fire Station

El Paso County Emergency Service District #1 Information

Website:

<http://www.epcesd1.com/home.php>

El Paso County Code of Ethics Training:

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

EMERGENCY SERVICE DISTRICT #1 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.



COUNTY OF EL PASO

Application for Boards, Commissions, and Committees. Please submit the following application & background investigation form along with a resume.

Name: _____ Voting Precinct: _____

List the Board(s), Commission(s), and/or Committee(s) you are particularly interested in:

Home Address: _____
STREET CITY STATE ZIP

Phone number: _____ Cell Phone number: _____

E-mail address: _____

PURSUANT TO TEXAS GOVERNMENT CODE, SEC. 522.021. I ELECT THAT MY HOME ADDRESS & TELEPHONE NUMBER (CHECK ONE): MAY BE RELEASED / SHALL NOT BE RELEASED TO THE PUBLIC UPON REQUEST UNDER THE TEXAS OPEN RECORDS ACT. FAILURE TO MAKE A DESIGNATION RESULTS IN INFORMATION BEING AVAILABLE FOR PUBLIC ACCESS.

Length of Residency in El Paso County: _____ (Years/Months)

Place of Employment: _____

Business Address: _____
STREET CITY STATE ZIP

Telephone: () _____ Fax Number: () _____

Professional Background:

Educational Background:

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:

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:

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.

Signature: _____

Date: _____

Application should be submitted to:

El Paso County Human Resource Department
Attn: County Boards
800 E. Overland, Ste. 223
El Paso, Texas 79901
Ph. (915) 546-2218 Fax (915) 546-8126



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

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 _____.

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. _____

Signature of Applicant