



**KEEP MISSION
BEAUTIFUL BEAUTIFICATION
COMMITTEE REGULAR MEETING
AUGUST 20, 2024
at 5:45 PM**

MINUTES

MEMBERS PRESENT:

Mario Cantu
Lucille Cavazos
Robert Trevino
Luis Ortega
Cesar Aguilar

ABSENT:

Gavino Garza
Lisa Salinas

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
Yaritza Peña, Administrative Coordinator
Laura Ojeda, Administrative Assistant
Roel Mendiola, Sanitation Director
Brad Bentsen, Parks & Rec Director

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Anais Chapa, Assistant City Secretary, called the meeting to order at 5:46 p.m.

APPROVAL OF MINUTES – August 20, 2024

Members took a few minutes to review the minutes from the meeting held on August 20, 2024. Mr. Robert Trevino moved to approve the minutes as presented. Motion was seconded by Mr. Luis Ortega and approved unanimously 5-0.

A. Discussion and action on organization of the committee, attendance and regrouping to set new goals.

Mr. Mario Cantu began discussion on this item that he would like the committee, as a whole, to be more involved and be more proactive within the community. It was noted that in the past we have had to cancel meetings due to not meeting quorum. Making the committee's presence known to our community should be our goal. Ms. Lucille Cavazos spoke about the sand pipe project she had been trying to complete since we began meeting. Possible solutions were discussed amongst the group and with Mr. Brad Bentsen. It was decided to try and complete this project by September 14th if possible. Ms. Cavazos also suggested that we regroup and create subcommittees to focus on specific projects. This way, the members of the committee could focus on projects that they enjoy.

Mr. Cavazos motioned to create subcommittees focusing on specific projects. Motion was seconded by Mr. Trevino and approved unanimously 5-0.

B. Discussion and action on setting a date for the next Paint Mission Beautiful Project.

Mr. Mendiola stated that there was currently one home that had not been finished yet due to on going inclement weather. The home had been previously prepped by volunteers and was just pending the paint. We have a group of volunteers from "Wonderful Citrus" that we could reach out to complete this project. After looking at the calendar, it was decided that we would try to complete this project by September 21, 2024 (tentatively), weather permitting.

Mr. Ortega moved to complete this project on September 21, 2024 (tentatively and weather permitting). Motion was seconded by Mr. Cesar Aguilar and approved unanimously 5-0.

C. Discussion and action to set up an event to align with Keep Texas Beautiful's Fall Sweep Program.

For the "Fall Sweep" program, we usually have our "Round-Up" event. This is where the citizens can drive up to drop off their unwanted bulky items such as furniture, mattresses, appliances and tires. We usually have the event in October or November. Mr. Mendiola suggested to have it some time in November closer to the end of Hurricane Season. The Fall Sweep program ends on November 24th. It was suggested that we hold the Fall Sweep Round up on Saturday, November 16th.

Ms. Cavazos moved to have the Fall Sweep Round Up event on Saturday, November 16th. Motion was seconded by Mr. Robert Trevino and approved unanimously 5-0.

D. Discussion and action on planning/organizing an Earth Day/Arbor Day Celebration Event for April 2025.

Normally the City combines Earth Day and Arbor Day with other events like "Dia de Los Ninos", "CDBG Week", "Library Week" etc. For this coming year, the plan is to separate Earth Day and Arbor Day from those, and have our own celebration. Ms. Chapa suggested that she would like to organize a 5K run for Earth Day and maybe join forces with the National Butterfly Center to host an event at their facilities after. It would be nice if we could have some trees donated to give out as well. The idea would be to start planning the run now so that we can start to advertise in order to get more participation.

Mr. Ortega moved to partner with the National Butterfly Center to hold a 5K run in recognition of Earth Day and Arbor Day on April 26th, 2025. Motion was seconded by Ms. Cavazos and approved unanimously 5-0.

E. Discuss Future Projects.

There was an open discussion about projects that we would like to see happen in the future. One of these projects was the annual Trash Bash. This was a huge success last year, and we would like to continue the tradition with the same superhero theme. After reviewing the calendar, it was suggested to have trash bash on March 1st. This would be right before Spring Break. Another suggestion brought up was possible changing the striping on the bike lanes to a different color so that they could stand out. The sand pipe beautification project was also discussed. Mr. Trevino asked if it would be possible to have the prep work done by September 13th so that we could possibly complete the project by September 14th.

Mr. Trevino motioned to have the prep work done for the sandpipe beautification project by September 13th so that we could beautify the area on Saturday, September 14th at 7am. Motion was seconded by Mr. Ortega and approved unanimously 5-0.

DATE AND TIME OF NEXT MEETING

The next meeting will be held on Saturday, September 14 at 9:00 a.m.

CHAIRMAN'S COMMENTS

Mr. Cantu thanked everyone for their commitment and continued support.

MEMBER'S COMMENTS

Mr. Aguilar suggested we use WhatsApp to send out polls on certain topics or meeting dates so that we could vote on.

ADJOURNMENT

At 7:08 p.m., Mr. Ortega moved to adjourn the meeting. Motion was seconded by Ms. Cavazos and was approved unanimously 5-0.

Mario Cantu, Chairman



Ambulance Board Meeting
MISSION CITY HALL
July 17, 2024 at 3:00 pm

MINUTES

PRESENT:

Mayor Norie Gonzalez Garza
Mike Perez, City Manager
David Flores, Asst. City Manager
Adrian Garcia, Fire Chief
Cesar Torres, Chief of Police
Christopher Navarrete, Deputy Fire Chief
Juanita Alvarez, EMS & CD Administrative Assistant

ALSO PRESENT:

Victor Fonseca – Board Member
Rene Lopez Jr. - Board Member
Kane Dawson – Board Member
Diego Jimenez – Mission Fire Department
Irma Caro - Mission Police Department

CITIZENS PRESENT:

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Board member Rene Lopez Jr. called the meeting to order at 3:01 p.m. City manager Mike Perez presented himself at 3:24pm. (for the record)

INVOCATION AND PLEDGE ALLEGIANCE

Board member Rene Lopez Jr. led the invocation and Pledge of Allegiance.

INTRODUCTION OF City Management/ Council Members:

Mayor Norie Gonzalez,

Mike Perez, City Manager

David Flores, Asst. City Manager.

INTRODUCTION OF GUESTS

Irma Caro from Mission Police Department and Diego Jimenez from Mission Fire Department were present.

Emergicon Kassy High and Nikki Matick were present via Zoom.

PRESENTATIONS

1. Mission Fire Department Quarterly Report - Navarrete

- Numbers were presented for 04/01/2024- 06/30/2024
- During the month of April, the volume doubled, we collected \$62,000 and run volume was 436, May collections were \$209,331, and June \$198,000
- Total collections from October 2023 through June 2024 is \$631,837 with an average cash per transport of \$318
- Private pay no insurance unfunded, percentage varies of amount that is not being collected
- Palmview, La Joya, Los Fresnos, Port Isabel, and Hidalgo are billed by Emergicon, during the month of October their call volumes go up due to Winter Texans coming down
- Average response times under the 8-minute mark, previous quarters there would be a lot of outlier calls (calls taking about 15 minutes) the graph has gotten tight during this quarter and we have more units in service
- Average response time did increase by 10 seconds, but we are still below the 8-minute mark
- 90th percentile is coming in at 11 minutes, over 3 months, 1,600 responses total including mutual aids and county area

- Percentage of transports by destination 50% of all EMS calls are going to Mission's ER (hospital and standalones)
- Call volume since April 12, first time we broke 500 mark
- April 2024, Medic-4 had 4 ½% of the calls due to being on service at the end of the month
- Medic-2 is the busiest unit with a 40% of calls due to the higher density of calls and being more centralized within the city, during May it decreased to 21% of calls
- Medic-4 is at central station from 8:00 am – 5:00 pm to relieve the flow of other medics
- The statistics is based on runs, that is why it is higher for Mission Fire Department than Mission Police Department's report because they don't account for mutual aid responses
- Starting to see the uptake since it launched in April, it has tripled since then. We now have data to share with city council to start planning for the future
- Averaging 26 mutual aid calls since we have gone live, we have had to call another agency for assistance due to our units being all tied up with other calls
- First Responder Program still in place, Mission responds in an Engine and begins patient contact and basic life support treatment while waiting for mutual aid
- Medic-1 has been giving us more problems than the other units but Chief Navarrete helps bring the unit back to service as soon as it gets down. Skyline also provides one of their units to help us with calls when we have a unit down
- EMS Survey trying to roll it into next year, patient scans QR code or can send a form to patient that they can fill out in regards to the service provided to them and we receive a monthly report

ProQA Presentation – Chief Navarrete

- Since May 16 the program has been in service and is being used by Dispatch
- ProQA by Priority Dispatch is a software that dispatchers use to intake calls, process and dispatch them
- Mission Fire Department is the first fire service in the valley to use this system
- On May 22, 2024, five days after we went live with the software, we received a call from a lady stating that her elderly mother was choking on a pill, dispatcher Diego Jimenez takes down address and dispatches an ambulance and engine due to situation, Diego gave instructions on how to perform Heimlich Maneuver which helped the patient dislodge the pill from her throat saving her life.
- Dispatchers have worked a lot of cardiac arrests and were able to provide instructions to caller on how to help the patient
- Diego Jimenez was introduced to the board and congratulated about the call he took 5 days after the system went live saving the patients life
- Looking at the possibility of adding more dispatchers to help with the overlap of calls
- Feasibility study to revamp dispatch area to accommodate new dispatchers and

equipment for the future

2. **Mission Police Department Presentation – Chief Torres**

- Police department was able to reduce crimes against society by 5.88% and crimes against persons 31.33% the past month alone
- They are doing their part on the public safety side because it is a domino effect that goes towards Mission Fire Department
- Back in April, Fire Department called Police Department 40 times for assistance and sent officers for safety and security reasons, May they were called for assistance 39 times and 37 times in June
- Tyler system separates calls from disturbance calls that require medical attention
- In April PD responded to 5,375 calls, in May 5,498 calls and in June 5,678 calls, averaging around 5,500 calls per month

3. **Old Business**

Ambulance Permit Program - Update

- 3 months ago, talked about Ambulance Permit Program, we want to bring it back to life
- City Attorney is on board, she has the ordinance for review
- Goal is to have it back to the board on October
- January 1st we can go live with the program if everything works out

4. **New Business**

- Approval of minutes from April 16, 2024 board meeting Action Item
- Kane Dawson makes a motion to approve the minutes. Victor Fonseca makes a second motion.

5. **Comments**

- Chief Lopez says that the battle rhythm is starting, becoming routine, more automatic, moving faster
- Victor Fonseca says we are going places, hold MFD to a higher standard because we are more in the public
- Kane Dawson asked for any feedback for the hospital, would like to get together to look at response wall times. Paramedic students sent over to ER for their rotations
- Chief Torres states that the Fire EMS is a very big program and it takes a team of partnerships for a big program like this. PD and MFD training together
- David Flores is excited to see how everything is coming together, 1.1 to 1.2 million will be closing the fiscal year, monitor cash per transport, continue looking at data to help thrive for the program leadership
- Mayor Norie Gonzalez Garza is very proud of everyone that has been instrumental in bringing this program to where it is to date. It is meeting and exceeding expectations and is very proud of everyone
- Chief Garcia give thanks to everyone for the support provided, kicked off paramedic program with 6 Mission students, 15 students in total. Station 6 will be opening soon

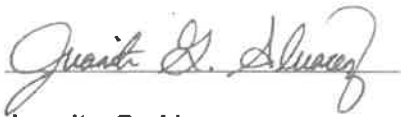
ADJOURNMENT

At 3:57 p.m., Victor Fonseca moved for adjournment. Motion was seconded by Kane Dawson and approved unanimously.



Adrian Garcia, Fire Chief

ATTEST:



Juanita G. Alvarez



**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
August 30, 2024**

Commission-Present

**Polo Garza-Chairman
Jerry Saenz-Vice-Chair
Guillermo Delgadillo-Member**

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Melissa Gonzalez-HR Adm
Cesar Torres-Chief of Police
Adrian Garcia-Fire Chief
Patty Flores-Legal
Mike Perez-CM**

Call to Order

Mr. Polo Garza called the meeting to order at 8:30 a.m.

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-August 8, 2024

Mr. Lerma submitted the minutes for review. After a brief discussion, Mr. Saenz made a motion to approve the minutes as submitted. Mr. Delgadillo seconded the motion. Motion was approved unanimously.

Approval to Add a Classified Positions for the Mission Police Department for FY2024-25

Mr. Lerma advised the Commission that we needed to add an additional classified position to the Mission PD to assist the department in recruiting additional staff for FY 24-25. Chief Torres was requesting the we add a Cadet position to help them fill the open positions. After a brief discussion, Mr. Delgadillo made a motion to add the position of Cadet as requested. Mr. Saenz seconded the motion. Motion was approved unanimously.

Pending Business

None

Adjourn

Meeting was adjourned at 8:45 a.m.

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
September 13, 2024**

Commission-Present

**Polo Garza-Chairman
Jerry Saenz-Vice-Chair
Guillermo Delgadillo-Member**

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Melissa Gonzalez-HR Adm
Rey Perez- Asst Chief of Police
Adrian Garcia-Fire Chief
Patty Flores-Legal**

Call to Order

Mr. Polo Garza called the meeting to order at 2:00 p.m.

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-August 30, 2024

Mr. Lerma submitted the minutes for review. After a brief discussion, Mr. Saenz made a motion to approve the minutes as submitted. Mr. Delgadillo seconded the motion. Motion was approved unanimously.

Approval to Create a New Eligibility List for the Mission Police Department

Mr. Lerma advised the Commission that Chief Torres was requesting a new list because they had exhausted the existing list. Staff was recommending the examination for November 7, 2024. After a brief discussion, Mr. Delgadillo made a motion to create a new eligibility list. Mr. Saenz seconded the motion. Motion was approved unanimously.

Approval to Create a New Eligibility List for the Mission Fire Department

Mr. Lerma advised the Commission that Chief Garcia was requesting a new eligibility list because they had also exhausted the existing list. Staff was recommending the examination for November 8, 2024. After a brief discussion, Mr. Saenz made a motion to create a new eligibility list. Mr. Delgadillo seconded the motion. Motion was approved unanimously.

Approval of Mission Fire Department Examination Schedule for LT

Mr. Lerma advised the Commission that City Council had approved a new LT's position for FY 24-25 and that we needed to start the process to fill the position. Mr. Lerma was submitting the following schedule for approval:

1. Post Notice of Examination-September 13, 2024
2. 30 Day Notice-November 10, 2024
3. Deadline to Submit MOI-December 5, 2024
4. Date of examination-December 12, 2024

After a brief discussion, Mr. Delgadillo made a motion to approve the schedule as presented. Mr. Saenz seconded the motion. Motion was approved unanimously.

Approval of Mission Fire Department Examination Resource List for LT

Mr. Lerma submitted the following sources for approval:

1. Building Construction Related to the Fire Service, 4th Edition
2. Fire and Emergency Services Company Officer, 6th Edition 'part A only'
3. Fire Officer Coaching, Revised 2nd Edition

After a brief discussion, Mr. Delgadillo made a motion to approve the resource list as presented. Mr. Saenz seconded the motion. Motion was approved unanimously.

Approval of Appointment of Civil Service Director

Mr. Lerma advised the Commission that with his pending retirement on September 30, 2024, they had to name a new CS Director.

Mr. Delgadillo made a motion to go into executive session at 2:15 p.m. Mr. Saenz seconded the Motion. Motion was approved unanimously. Chairman Polo Garza requested the presence of Andy Garcia-ACM and Legal Rep Patricia Flores.

Commission reconvened at 2:40 p.m.

No Action was taken.

Pending Business

None

Adjourn

Meeting was adjourned at 2:45 p.m.