

TRAVIS COUNTY EMERGENCY SERVICE DISTRICT 16

Minutes

NOVEMBER 18, 2019

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held on **Monday, November 18, 2019 at 6:00 p.m.**, at Station 801, located at 801 Bee Creek Road, Spicewood, Texas 78669, for the following purposes:

1. Call meeting to order;

Meeting called to order at 6.00 pm

Board Members Present:

Charles Valadez – President, Becky Wynn – Vice President, Kristy Quigley – Secretary, Rusty Jedlicka – Treasurer, Debra Opdahl – Assistant Treasurer/Secretary.

Also Present:

Troy Wenzel, Jeff Hunt, Sheila Prince, Tyler Listz, Kelli Carlton

2. Public Comment: Members of the public may speak for up to three (3) minutes regarding general topics or specific agenda items. In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners;

None -

Discussion/Action Items

3. Approval of Minutes from September 30, 2019, October 7, 2019 and October 21, 2019 Board Meeting;

Charles Valadez asked for any changes to the minutes from September 30-2019, October 7, 2019 and October 21, 2019 if none then a motion to approve was needed.

Debra Opdahl made motion to approve minutes from September 30-2019, October 7, 2019 and October 21, 2019, seconded by Rusty Jedlicka. Motion passed unanimously.

4. Discuss/review and consider taking action regarding Interlocal Agreement between ESD 8 and ESD 16 for First Responder EMS and Administrative Services.

Charles Valadez opened discussion concerning Interlocal Agreement.

Kelli Carlton, with the Carlton law firm, reviewed Agreement.

Kristy Quigley reported typographic error on page 5 section 7.1 reflecting "funding to be paid by ESD 8 to ESD 16" this statement should read "funding to be paid by ESD 16 to ESD 8" Sheila Prince will edit contract reflecting correction.

Charles Valadez called for motion to accept contract with the stipulation typographical error will be corrected. Sheila Prince to correct typographical error.

Debra Opdahl made motion to accept Interlocal Agreement between ESD 16 and ESD 8 for First Responder EMS and Administrative Services with stipulation typographic error will be corrected to "funding to be paid by ESD16 to ESD 8," Rusty Jedlicka seconded the motion, each member voted separately. Motion passed unanimously

Agreement was then signed by Charles Valadez – President and attested to by Kristy Quigley - Secretary.

5. Discuss action regarding establishing ESD 16 Bank accounts.

Rusty Jedlicka updated Board on ESD 16 Bank accounts. Rusty Jedlicka and Jeff Hunt are in the process of establishing accounts.

Kelli Carlton suggested that each Board Member be on signature cards.

Kelli Carlton will draw up agreement between ESD 16 and ESD 8 for Administrative Services which are not addressed in the Interlocal Agreement.

6. Discuss and consider taking action on Resolution regarding Public Participation at Open Meetings.

Charles Valadez opened discussion

Kelli Carlton reviewed rules/regulations/suggestions concerning Public Participation at Open Meetings as it pertained to Agenda items and Non-Agenda items.

Becky Wynn suggested requiring speaker cards

Charles Valadez called for a motion to accept Resolution regarding Public Participation at Open Meetings

Becky Wynn made for motion to accept Resolution regarding Public Participation at Open Meetings which will include:

- Signature Cards – Requirement to Speak
 - Name
 - Contact information
 - Organization/Affiliations
 - Agenda Items to speak on
 - Non-Agenda Item to speak on
- The public may comment on items that have not been posted on the agenda. There will be a time limit of 3 minutes per speaker and 15 minute time limit for the totality of the non-agenda public speaking session.
- There is no limit on the number of members of the public that may comment on posted agenda items. However, each speaker will be limited to 3 minutes of comment.

Debra Opdahl seconded the motion. Motion passed unanimously.

Kelli Carlton will draw up a resolution reflecting these stipulations.

7. Discuss and consider engagement of an auditor to perform following year audit;

Rusty Jedlicka opened discussion to engage auditor for FY-2020.

Rusty Jedlicka will make inquiries to engage Medack & Oltman, LLP as auditor for FY-2020

8. Review and approve quarterly investment report for 3rd quarter;

Tabled

9. Report Completed Training for Commissioners to County Commissioners Court and County Attorney;

Board will forward all credits to Sheila Prince.

10. Discuss and consider Commissioners' terms of office expiring at year end, and take any related action.

Troy Wenzel and Administrative team will create and send letter to Bob Moore.

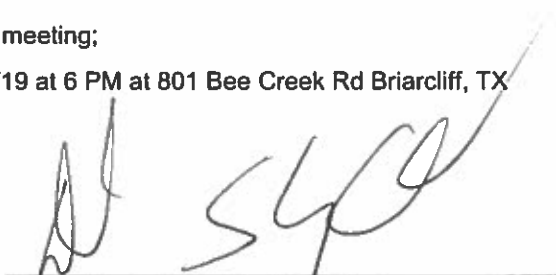
11. Continue discussion on ESD16 Mission Statement.

Tabled until January.

12. Discuss agenda, time and date for next meeting;

The Next meeting will be held on 12/16/19 at 6 PM at 801 Bee Creek Rd Briarcliff, TX

13. Adjourn. Meeting adjourned at 6:55 PM



Debra Opdahl, Assistant Secretary
Travis County Emergency Services District No. 16