

## **TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8**

### **Minutes**

**January 21, 2020**

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Tuesday, January 21, 2020 at 6:30 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 6:34 pm

Board Members Present:

Debra Opdahl – President, Kristy Quigley – Secretary, Rusty Jedlicka – Treasurer, Charles Valadez – Commissioner, Becky Wynn – Commissioner

Also Present:

Troy Wenzel, Jeff Hunt, Sheila Prince, Brian Dutcher, Matt Brown, Jared Mikeska, Jude Henry, Matthew Montgomery, Ryan Smith

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 Present

No Registered Speakers for Non-Agenda items

No Registered Speakers for Agenda items

### **Administrative**

3. Approve and accept statements and oaths of office for appointed / reappointed Commissioners;

Becky Wynn and Rusty Jedlicka each signed their Statements of office for appointment as commissioners on ESD 8 Board. The statements were signed and notarized.

Becky Wynn and Rusty Jedlicka each took their oath of office for appointment as commissioners on ESD 8 Board. The oaths were signed and notarized.

4. Action regarding election of officers for Board of Commissioners;

Charles Valadez moved to elect each commissioner to their previously elected position, Rusty Jedlicka seconded, motion passed unanimously.

## Discussion/Action Items

- Item 15
- Debra Opdahl Changed the agenda order and introduced item 15

Debra Opdahl introduce item 15 stating the Board would be entering executive session to discuss, consider taking action on Appeal of Employment Decision by Brian Dutcher and to get advice from attorney.

Board entered executive session at 6:40 pm to discuss, consider taking action on Appeal of Employment Decision by Brian Dutcher and to get advice from attorney.

Board exited Executive session at 8:57 pm and re-entered regular session at 8:57 pm

Debra Opdahl stated that no action was taken by the Board during Executive Session.

Debra Opdahl announced another board meeting would be held on this matter in the next 10 days to two weeks.

The Board asked Chief Wenzel about Mr. Dutcher's PTO and pay.

Chief Wenzel responded since Mr. Dutcher was terminated, he was not eligible for PTO or pay.

5. Approval of Minutes from December 16, 2019, Board Meeting;

Debra Opdahl asked for any changes to the minutes for December 16, 2019 if none then a motion to approve was needed.

Charles Valadez made motion to approve minutes for December 16, 2019, seconded by Rusty Jedlicka. Motion passed unanimously.

6. Receive report from Business Manager and consider taking related action, including:

a. Approval of monthly bills and invoices, including processing of payroll; approval on checks, including:

- Approval of November expenses

Rusty Jedlicka reviewed November expenses discussed during the December Board meeting and reported these expenses were not approved.

Debra Opdahl called for a motion to approve all expenses in the month of November, motion made by Rusty Jedlicka, seconded by Charles Valadez. Motion passed unanimously.

- Approval of December expenses

Jeff Hunt reviewed December expenses, which included

Front Line Mobile Health	\$13,200.00
HB Construction	\$28,375.90
Recue Gear	\$ 6,194.60
Lexipol	\$ 8,985.00

Upcoming expenses	
LOC Structural	\$ 6,134.96

Rusty Jedlicka reviewed documentation on past due invoice 8970 from LOC Structural Division, NC dated 7/28/2018. This expenditure was previously approved by board. The invoice had been sent to wrong email address and never entered into bookkeeping system.

Debra Opdahl called for a motion to approve all monthly expenses reflected on transaction list by vendor and expenses outlined exceeding five thousand dollars, motion made by Rusty Jedlicka and seconded by Charles Valadez. Motion passed unanimously.

- Approval of Recurring expenses

Tabled

b. Approval of financial report;

Jeff Hunt reviewed financial report including:

- Property Tax
  - Properties filing exemptions (disputed tax)
- Unallocated Surplus
- Total Revenue
- Total Expense

Debra Opdahl called for a motion to approve the financial report, motion made by Rusty Jedlicka and seconded by Becky Wynn. Motion passed unanimously.

c. Review and approve district investments and investment report; and

Jeff Hunt reviewed

- Quarterly Investment Report Texpool Sales Tax Fund
- Quarterly Investment Report Texpool General Fund

Debra Opdahl called for a motion to approve the district investments and investment report, motion made by Rusty Jedlicka and seconded by Charles Valadez. Motion passed unanimously.

7. Discuss and consider approval of Resolution Authorizing Sale of Surplus Property for used compressed air breathing system;

Tabled

8. Update on website for compliance with new laws, including SB 2;

Troy Wenzel reviewed the ongoing progress of:

- Updating Travis County ESD 8 and ESD 16 website
- Both ESD's will share one website
- Working with Bestline to change format
- Information to be accessed on website

9. Discuss and consider approval of Updated Automatic Aid Agreement Between Emergency Services Districts of Travis and Williamson Counties and the Cities of Austin, Leander, Cedar Park, Round Rock and Georgetown;

Troy Wenzel reviewed change of verbiage in the Automatic Aid Agreement

Debra Opdahl called for a motion to approve Updated Automatic Aid Agreement between Emergency Services Districts of Travis and Williamson Counties and the Cities of Austin, Leander, Cedar Park, Round Rock and Georgetown. Motion Made by Rusty Jedlicka, seconded by Kristy Quigley. Motion passed unanimously.

10. Consider publication of the annual notice of the address of the District's administrative office;

Debra Opdahl read annual notice of the address of the District's administrative office. Board agreed information was correct.

11. Discuss and consider taking action regarding Station 802 updates, remodeling and furnishing;

Tabled

12. Receive monthly report from the Fire Chief regarding emergency operations, response times, call volume, training, management activities and personnel and consider taking related action.

Troy Wenzel gave report including:

- 65 Calls made
- 33 Medical Calls Made
- Response time, averaging 7 minutes 38 seconds

- All calls made within Overlay District
- Station 803 is now operating 24/7
- AEMT class currently in progress

Troy Wenzel reported that Brain Storer would be returning to work after an extended leave due to on the job injury. Mr. Storer will be returning in an Administrative role pending physicians release.

- Title –Special Projects Officer
  - Rank Lieutenant
  - Wage Lieutenant
  - 40 hours per week
- Duties will include
  - Information Technology
  - Facilities
    - Maintenance
    - Supplies
  - Other duties to be announced

Troy Wenzel updated Board on progress of filling the Assistant Chief position including:

- Timeline
- Selection Process

13. Receive monthly report from the District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action;

Tabled

14. Receive report from Pedernales Association of Firefighters regarding fundraising efforts, social and membership events, and unresolved issues discussed at the Chief/Association/Board (aka "CAB") Committee meeting;

Tabled

15. Discuss and consider taking action on Appeal of Employment Decision by Brian Dutcher;

See Above

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

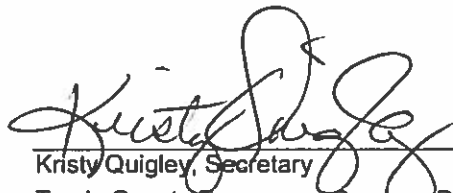
Special Board Meeting will be held Monday January 27, 2020 at 6:30 pm; 801 Bee Creek Rd Briarcliff, Texas

Agenda Item:

Discuss and consider taking action on Appeal of Employment Decision by Brian Dutcher

The next Regular Board Meeting will be held Tuesday February 18, 2020 at 6:30 pm; 801 Bee Creek Rd Briarcliff, Texas

17. Adjourn. Meeting adjourned at 9:26 pm



Kristy Quigley, Secretary  
Travis County Emergency Services District No. 8