

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

Minutes Final

May 28, 2019

Notice is hereby given that a meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Tuesday, May 28, 2019 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;

The meeting was called to order at 6:34 pm

Board Members Present:

Debra Opdahl – President, Jeff Hunt - Vice President, Kristy Quigley- Secretary, Rusty Jedlicka – Treasurer, Dr. Charles Valadez - commissioner.

Also Present:

Chief Wenzel, Sheila Prince, James Medack

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 April 24, 2019 Board Meeting;

Debra Opdahl asked for any changes to the minutes from April 24, 2019, if none then a motion to approve was needed. Motion made by Jeff Hunt and seconded by Kristy Quigley. Motion passed unanimously.

4. Receive report from treasurer and consider taking related action, including:

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

Rusty Jedlicka reviewed the monthly expenditures.

Motion to approve made by Kristy Quigley and seconded by Charles Valadez. Motion passed unanimously.

b. Approval of financial report;

Rusty Jedlicka reviewed the monthly financial report and will revise 5002.3 Health and transfer the vision and dental charges to 5002.8 Health Employee Reimbursement category.

c. Review of district investments and investment report; and

Tabled -

d. Review and approve quarterly investment reports;

Tabled-

5. Discuss and Consider action to for a resolution on removal and/or replacement of all former board commissioner and ESD8 employee names from all active Travis County ESD8 Well Fargo credit card accounts.
 - Eliminate any non-current commissioners from all Travis County ESD8 credit card accounts at Wells Fargo Bank, NA.
 - Authorize Board President and Treasurer with full banking authority for all credit card accounts of Travis County ESD8 at Wells Fargo, NA.
 - Eliminate Gerry Deming from credit card accounts and replace with Troy Wenzel, current Fire Chief

Rusty Jedlicka read and reviewed credit card resolution

- Eliminate any non-current commissioners from all Travis County ESD8 credit card accounts at Wells Fargo Bank, NA.
 - Gail Zahara – no longer a commissioner
- Name the following two commissioners with full banking authority for all credit card accounts of Travis County ESD8 at Wells Fargo, NA.
 - Debra Opdahl
 - Rusty Jedlicka
- Eliminate Gerry Deming from credit card accounts and replace with Troy Wenzel, current Fire Chief

Debra Opdahl made a motion to accept resolution and Kristy Quigley seconded the motion. Motion passed unanimously.

The Certificate of Resolution was signed and notarized.

Debra Opdahl and Rusty Jedlicka will implement the changes at Wells Fargo Bank.

6. Discuss and consider date for annual budget meeting:

- Tentative date July 27, 2019 at 9 am

Debra Opdahl led discussion on date of annual budget meeting, meeting is set for July 27, 2019 at 9 am, and lunch is to be served.

7. Receive Presentation from Medack & Oltmann, LLP concerning 2018 Audit and consider approval of audit and filing a copy of same with Travis County.

James Medack of Medack & Oltman reviewed 2018 Audit report and led discussion of its contents.

Debra Opdahl requested a motion to approve the 2019 Audit, motion made by Rusty Jedlicka, seconded by Charles Valadez, motion passed unanimously.

Chief Wenzel suggested motion be rescinded since the Audit was for 2018, Debra Opdahl called for a motion to rescind. Rusty Jedlicka made motion and seconded by Kristy Quigley. Motion passed unanimously.

Debra Opdahl requested a motion to approve the 2018 Audit, motion made by Rusty Jedlicka and seconded by Charles Valadez. Motion passed unanimously.

8. Review, discuss and consider action resulting from May Overlay election.

Chief Wenzel reviewed the Overlay election resulting in the approval of ESD16, passing in the Village of Briarcliff and failing in the City of Lakeway.

Chief Wenzel led discussion of area coverage in Fire Boxes 08-203, 08-204, and 08-205. Chief Wenzel reviewed that in discussed area's the new ESD #16 Board will make the decision of how to bill those area's when ESD #16 responds to calls.

Debra Opdahl reported that suggestions for ESD #16 Board members and resumes have been sent to Gerald Daugherty Travis County Commissioner. Gerald Daugherty will review the suggestions, make a decision and then the Travis County Commissioner's court will vote on the matter.

9. Discuss and consider approval of a resolution adopting investment policy.

Rusty Jedlicka read, reviewed, and led discussion on the resolution adopting investment policy.

Motion made by Rusty Jedlicka to approve and seconded by Charles Valadez. Motion passed unanimously.

Motion made by Rusty Jedlicka to approve the resolution certification and seconded by Kristy Quigley. Motion passed unanimously.

The Certificate of Resolution was signed and notarized.

10. Discuss and consider Agreement for Use of Fire Apparatus for Licensing.

Chief Wenzel reviewed interlocal agreement and how it would benefit the community. The utilizing Fredericksburg's apparatus for licensing practical exams will allow the continued use of ESD 8's engine in the community and the ability to keep our crews in district and available to respond to calls.

Motion made by Debra Opdahl to approve agreement and seconded by Jeff Hunt. Motion passed unanimously.

Ms. Opdahl signed agreement.

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

- Chief Wenzel reviewed April 14 2019 collision:
 - Station 802 - all repairs have been completed on building 802 and the insurance reimbursement check has been received.
 - Engine 802 is currently being repaired. There were two bids on repair with a difference between bids of \$5,500 due to manufacturer defect on left side. Chief Wenzel reported the engine is at the end of its 10 year warranty and he is in talks to see if manufacturer will cover repair.
- Chief Wenzel reported having a collision in his ESD #8 vehicle on May 24, 2019.
 - The other driver has assumed responsibility and insurance companies have been contacted.
- Calls have remained at 25% from 9 pm to 9 am indicating a need for station 803 to be manned 24 hours as an alternative to the current coverage of 12 hours.
- Chief Wenzel is moving forward on plan to hold advanced EMT classes at Travis County ESD #8 in mid-October.
- A promotion process was held at station 801 for the position of Lieutenant which included:
 - Written test of 100 questions.
 - 70% ESD 8 policy and procedures
 - 30% Command questions

o Review was held afterward with only one question thrown out

- Interview panel with 10 questions
- Chief Interview with 10 questions

- After data was processed all candidates know where they were ranked.
- The number one candidate was Mathew Montgomery and he is receiving the promotion starting next pay period.
- Mr. Montgomery will vacate an Engineer position that will be filled by Ryan Smith.

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

Tabled-

13. 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-

14. Discuss and consider action regarding Station 802 property and station construction;

- Board entered executive session at 8:03 pm
- Board left executive session at 8:10 pm
- Board resumed regular session at 8:10 pm
- No action was taken during executive session.

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

Next Board meeting was scheduled for Tuesday June 25th 2019 at 6:30pm.

16. Adjourn. Meeting adjourned at 8:14 pm

A packet containing all supportive documentation for this agenda is available for inspection at 801 Bee Creek Road, Spicewood, Texas 78669, between the hours of 8:00 a.m. and 5:00 p.m.



Kristy Quigley, Secretary

Travis County Emergency Services District No. 8

The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open session.

Travis County Emergency Services District No. 8 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Kristy Quigley, Secretary for Travis County Emergency Services District No. 8 at (512) 264-1476 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.