

ESD 8 Minutes August 13, 2013 at 6:00 P.M. at PFD Station One, 801 Bee Creek Road, Briarcliff, Tx. 78669

ESD 8 Board Members Present: Russ Munsch, Gail Zahara, Karen Fromel, Kristy Quigley. David Streilein Absent.

Staff Present: Chief Gerry Deming, Battalion Chief Bruce Perkins, ESD Manager Mike Claypool, Explorer sponsor and Volunteer Steve Rudkin.

- 1) Call to Order by Board President Russ Munsch at 6:02 P.M.
- 2) Secretary's Report: Secretary Fromel had sent the minutes to Commissioners prior to the meeting. Motion by Ms. Quigley, second by Ms. Zahara to approve the minutes. Approval of minutes 4-0.
- 3) Manager Claypool presented the Balance Sheet fiscal year to date for review. Chief Deming updated the Board on the status of the current year's budget, by reviewing line item categories in the budget.

Old Business

- 4) Update on delivery of the new "used" fire trucks: The trucks have passed the manufacturer's mechanical inspection with a few minor repairs. The vendor is in the process of design and application of decals. New outside "California mirrors" are on back order and will be installed before delivery.
- 5) An update on the renovations of Stations 2 and 3 was presented by Chief Deming and Manager Claypool. Work is complete on the well houses for stations 2 and 3. Many thanks to David Hamm for his continued volunteer expertise in well engineering. Station 3 has carpeting to be installed shortly, and then interior work will be complete. Signs for both stations are to be in place soon.
- 6) Deming and Claypool reported on the status of consolidation of Pedernales Fire Department and ESD 8. As previously stated, all operations have been consolidated the entire fiscal year. Now, all titles to property are established in the name of ESD 8. Another major step to accomplish is the re-naming of any PFD bank accounts to Travis County ESD 8. Once that is accomplished, attorney Ken Campbell will be requested to finalize the consolidation formally and legally.
- 7) Kristy Quigley reported that the ESDCC had not met since her last report to the Board.
- 8) CAFCA – Deming stated that there is still not much going on, possible meeting with ESD9 in November. Training e-vite sent for meet and greet.
- 9) Jared Mikeska, President of Local 4820, stated the union's support of the proposed pay raises in the budget. He also stated the union membership's desire to include some form of longevity pay in the salary structure.
- 10) Steve Rudkin, Explorer sponsor, presented on the status of the Explorer program. At the request of the Board, Chief Deming and Commissioner Gail Zahara had met in May with Mr. Rudkin to express concerns with certain aspects of the Operating Guidelines of the Explorer's program. One guideline was discussed in particular, which states that Explorer members of age

14-17 could respond to fire incidents. This statement raised safety and liability concerns with the Board. In that May meeting, Mr. Rudkin was asked to review the program's operating guidelines, contact the Boy Scouts of America for program guidance, and report to the Board on his progress in re-designing the program to reduce both the risk of injury to the Explorer members and the liability risk to the Board. When the Explorer materials were presented to the Board during this meeting, it contained the statement that Explorers ages 14 – 17 would be required to sit in a vehicle when on scene, especially on medical calls. President Munsch and all other Board Members expressed concern regarding such a possibility. Mr. Rudkin responded that all parents must sign a waiver for their child to participate. He also stated there had been no previous issues of injury to Explorers. President Munsch responded that such a waiver may not be valid in the event of a tragedy if the waiver did not identify all potential risks. Mr. Munsch stated that the Board must be preventive in matters of risk to minors and must not place the ESD at risk of liability should there be an accident involving a minor. Mr. Rudkin was requested to again revise his operating guidelines to insure the safety of minors, and to present those revisions at the September Board meeting. Until the Board approves the SOG's of the Explorers, it is suspended from operation.

New Business

- 11) A proposed Personnel Manual was discussed with the Board. It had been sent previously to members. Both the Chief and Manager described how the Manual had been in use informally for most of this fiscal year, which gave staff the opportunity to study the document and give feedback to management. Certain key provisions were discussed, such as the tobacco use policy, Standards of Conduct, and PTO. The Board asked for more time to review the document. The Personnel Manual will be introduced again at the September meeting with possible action on its adoption.
- 12) Manager Claypool announced that the effective Tax Rate in the coming fiscal year will be a \$.0998/\$100 valuation. Adoption of the Tax rate was deferred to the September meeting.
- 13) Manager Claypool requested that adoption of the budget be deferred to September, so that more accurate information may be formulated. He reviewed the process to date in budget development: initial presentation at the June Board meeting, and two budget development workshops in July.
- 14) Chief Deming discussed with the Board the lack of water available to fight fires in ESD 8. He explained the scarcity of water resources became very evident with a grass fire in June on Fall Creek Road. In that situation, a tender had to be sent to Briarcliff Marina for water, and that trip took one hour for the tender to fill and return to the scene. The Chief is suggesting that the ESD install water tanks at stations 2 and 3. As well, he is starting an initiative to identify storage tanks in the ESD, both commercial and private, that might be available in the case of an emergency in the area. Currently, this item is not in the coming budget.
- 15) The Chief and Manager explained that the department will need to purchase a command vehicle. This item is in the budget for the coming year, but in line with our thinking on fire engines, we are looking at used vehicles as well as new ones.
- 16) Next meeting scheduled for Monday September 16th at 6:30pm.