

ESD 8 Agenda, Wednesday, January 27, 2016 at 6:30 PM at PFD Station One, 801 Bee Creek Rd., Briarcliff, TX 78669 512-264-1476

Call to Order by Chairperson

Secretary's Report: Presentation and Action (Minutes were emailed to Board members prior to the meeting)

Treasurer's/Manager's Report:

- 1) Business Office Functions
 - a) Business Office Policy Manual, including Addendum
 - b) ESD Manager Job Description
 - c) Directions for Office
- 2) Year to date Actuals vs. Budget
- 3) Submitted Travis County Appraisal District "Change of Owner Name" form, Station 802

Fire Chief's Report:

- a) Update: Boat
- b) Safer Grant
- c) Office of Medical Director
- d) Pricing on boat

Public Comment: *3 minute limit* per speaker upon recognition by ESD 8 Chairperson. Public speakers cannot engage in discussion of Agenda items at other times in the meeting but can answer questions addressed to them by the ESD 8 Board.

Old Business:

- 1) **Local 4820**
- 2) **ESSAT**
- 3) **ESDCC/ January Meeting**

New Business: For Discussion and Possible Action

- 1) Audit: Medack & Oltmann
- 2) Checks for Approval
 - a) Lance's Fire Truck Repair: \$4,540.84 Engine 801
 - b) MES \$2,024.50
 - c) TML Worker's Comp. \$5,466.00Audit
- 3) Swear In New Board Member
- 4) Elect new Treasurer
 - a) Appoint new check signer: Wells Fargo, Texpool

- b) Wells Fargo Bank: Remove "Read Only" status of Business Office Manager.
Allow to transfer monies as needed to pay bills.
 - c) Remove Dave Streilein from banking accounts at Texpool and Wells Fargo.
 - d) Transfer VFIS Bond to New Treasurer
- 5) Station 803 Staffing:
- a) Ryan Wells and Allen Fulbright. Move to 106/6 full time staffing.
 - b) Add Engineer position
- 6) Station 802 Progress
- a) Letter of Intent
 - b) Architectural and engineering fees
 - c) Sprinkler Systems, 801 & 802
- 7) a) Amend Employee Handbook: Delete "If you were previously a volunteer with the Department your Service Date, or the date you began volunteer service, will be your anniversary date for certain items such as longevity pay".
- 8) Going Out to Bid on a Boat
- 9) Consultant/Safer Grant
- 10) Strategic Planning Retreat
- 11) Used Safety Vests: Justin O'Baugh

The ESD 8 Board may choose to go into closed session relevant to Chapter 551.074 of the Texas Government Code. Before going into closed session a quorum of the Board must be present and assembled in the meeting room, the meeting must have been convened as an open meeting pursuant to proper notice, and the presiding officer must announce that a closed session will be held and must identify the section(s) of Chapter 551(551.074) authorizing the closed session. The Executive Session must be closed when completed and reconvened in General Session. The Executive Session will address personnel issues and finances relating to personnel.

Schedule: Next Board Meeting

Adjournment