

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

Minutes

OCTOBER 19, 2020

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held via Tele-Conference on **Monday, October 19, 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 6:30 pm.

Board present in person:

Debra Opdahl – President, Becky Wynn – Vice President, Charles Valadez – Asst. Secretary/Treasurer.

Board Present via Tele-Conference:

Kristy Quigley – Secretary.

Board Members absent

Rusty Jedlicka – Treasurer,

Also present in person:

Tobe Cozby, Jeff Hunt, Sheila Prince.

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

3. Public Comment on Agenda items: Individual members of the public may address the Board for a maximum of three minutes per person per agenda item. Individuals may address the Board once per item. Members of the public will speak on agenda items before Board consideration of item. Members of the public who wish to speak on agenda items or make a public comment must complete speaker cards prior to the beginning of the Board meeting.

None Present

Discussion/Action Items

4. Approval of Minutes from 9-21-2020 and 9-28-2020 Board Meetings;

Debra Opdahl asked for any changes to the minutes from the 9-21-2020 and 9-28-2020 Board Meetings. If there were none then a motion to approve was needed.

Charles Valadez moved to approve minutes from the 9-21-2020 and 9-28-2020 Board Meetings; Becky Wynn seconded. Motion passed unanimously.

5. 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:

Jeff Hunt reviewed expenses and transaction by vendor list which included:

- Payroll
- Blue Cross Blue Shield
- Notes and Mortgages
- Boundtree emergency medical supplies
- McNeil and Co. Insurance

Debra Opdahl called for a motion to approve all expenses including all expenditures on the Transaction by Vendor list. Charles Valadez made the motion and Becky Wynn seconded. Motion passed unanimously.

- b. Approval of financial report;

- Discuss and consider taking action on budget adjustment to Administrative expenses.

Resolved at last month's Board meeting.

- Consider and/or approve budget adjustments, closing the books for 2019-2020 fiscal year, and upcoming audit.

Tabled. No Action Taken.

Jeff Hunt reviewed Travis County ESD 8's financial position which included

- Cash position
- Expenses
- Sales Tax
- Property Tax

6. Discuss and consider taking action on jurisdictional options.

Board discussed jurisdictional options.

7. Identify and prioritize strategic management projects, including:

- a. Records Management Program
- b. Debt Consolidation Opportunities
- c. Options for former Station 802
- d. ESD8 Personnel Manual Update
- e. Cost Recovery options

Tabled. No Action Taken.

8. Discuss and consider taking action on Cost Recovery options.

Tabled. No Action Taken.

9. Discuss and review Records Management Program and make changes as appropriate;

Tabled. No Action Taken.

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

- a. Tobe Cozby gave report:
- b. Total Calls 82

c. 38 Medical Calls

d. Auto Aide calls

11. Discuss and consider approval of contract with Station Automation Inc.;

Jeff Hunt and Tobe Cozby reviewed the PSTrax program and how it will benefit Travis County ESD 8, staff, inventory tracking and apparatus check off procedures.

Debra Opdahl called for a motion to approve the signed contract with Station Automation Inc. Charles Valadez made the motion and Becky Wynn seconded. Motion passed unanimously.

12. Discuss and consider taking action on apparatus needs;

Tabled. No Action Taken.

13. Discuss required training hours for Commissioners;

All commissioners will send Sheila Prince their certificates.

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

None Present. Tabled.


15. 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;

None Present. Tabled.

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

- November 16, 2020 at 6:30 pm at 801 Bee Creek Road Briarcliff, TX
- December 14, 2020 at 6:30 pm at 801 Bee Creek Road Briarcliff, TX

17. Adjourn. Meeting adjourned at 7:16 pm.


Charles Valadez, Asst. Secretary
Travis County ESD #8