

Minutes

May 19, 2021

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held in person and via Tele-Conference on **Wednesday, May 19, 2021 at 4:30 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 4:30 pm.

Board Present in Person:

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

Board Members Absent

Kristy Quigley – Secretary, Matt Coffel – Treasurer

Also present in person:

Troy Wenzel, Jeff Hunt, and 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 -

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 -

Discussion/Action Items

4. Approval of Minutes from the 4-29-2021 Board Meeting;

Charles Valadez asked for any changes to the minutes from the 4-29-2021 Board meeting. If there were none then a motion to approve was needed.

Debra Opdahl moved to approve minutes from the 4-29-2021 Board meeting. 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:

Transaction by Vendor for April 2021 which included payments over \$2,000.00.

- Travis County Appraisal District (mentioned in last month's meeting)
- Travis County ESD 8 contract payment (mentioned in last month's meeting)

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

- b. Approval of financial report;

Jeff Hunt reviewed:

- Revenue

- Expense
- Cash Account

Charles Valadez called for a motion to approve the financial report. Debra Opdahl made the motion and Becky Wynn seconded. Motion passed unanimously.

6. Review Records Management Program and make changes as appropriate.

Tabled – No Action Taken.

7. Review Resolution Regarding Public Participation at Open Meetings and make changes as appropriate;

Charles Valadez reviewed resolution regarding public participation.

Charles Valadez called for a motion to approve the Resolution Regarding Public Participation with no changes. Debra Opdahl made motion, Becky Wynn seconded. Motion passed unanimously.

8. Contract Provider Update regarding emergency response operations, response times, call volume, training, management activities and personnel;

Chief Wenzel reviewed:

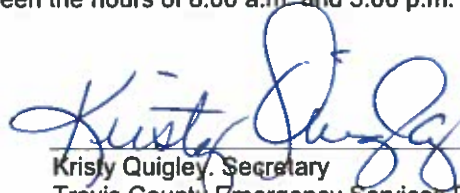
- 149 Total Calls
 - 75 Control Burns
 - 74 Runs
 - 22 Medical Calls
- Helicopter Landing IFR site
 - Currently working with Star Flight on the matter.

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

Next Board Meeting will be held at 4:30 pm on Tuesday, June 15, 2021 at 801 Bee Creek Road Briarcliff, Texas 78669

10. Adjourn. Meeting adjourned at 4:45 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. 16