

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

Minutes

May 19, 2021

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held in person and via Tele-Conference on **Wednesday, May 19, 2021 at 5:00 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 5:00 pm.

Board Present in Person:

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

Board Present via Tele-Conference:

Kristy Quigley – Secretary, and 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 4-29-2021 Board Meetings;

Debra Opdahl 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.

Charles Valadez 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, invoices, and checks, including processing of payroll;

Jeff Hunt reviewed:

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

- Amcheck – Payroll
- Austin Fire Dispatch
- Bestline
- BCBS
- City of Austin Wireless
- City of Austin – Medical Supplies
- Hartford

- KS Bank
 - Last payment on Pierce Engines in June
- Security State Bank
- Travis County Emergency Services

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

b) Approval of financial report.

Jeff Hunt Reviewed:

- Revenue
 - Property Tax
 - Sales Tax
 - Total Revenue
- Expenses
 - Human Resources
 - TIFMAS Deployment
 - Administrative
 - Communications
 - Facilities
 - Station Maintenance Deferral
 - Training
 - Upcoming AEMT Classes
 - Total Expense

Debra Opdahl called for a motion to approve financial report for the Month of April 2021. Motion made by Charles Valadez and seconded by Becky Wynn. Motion Passed unanimously.

6. Discuss and consider taking action on jurisdictional options.

Debra Opdahl reviewed ongoing project.

No Action Taken.

7. Identify, prioritize and consider taking action on strategic management projects, including:

- Briarcliff ETJ Project
 - Charles Valadez updated Board of Commissioners of progress being made.
- Options for Station 805
 - Tabled
- Cost Recovery options
 - Troy Wenzel reviewed ongoing research
- ESD8 Personnel Manual Update
 - Troy Wenzel and Debra Opdahl updated Board of Commissioners of progress being made.
- Records Management Program
 - Jeff Hunt reviewed ongoing research.

8. Receive monthly report from the Fire Chief regarding;

a) Emergency operations, response times, call volume.

Troy Wenzel reviewed:

- 149 Total Calls
 - 75 Control Burns

- 74 Runs
 - 22 Medical Calls
- Response Time 3 minutes and 48 seconds

b) Training

- AEMT Class
 - Will begin in September.
 - September is later than expected to begin and will need to be addressed in FY 2022 Budget.
 - Medack to be consulted for adjustment.
- Zoll AED Cardiac Monitors
 - Training is ongoing.
 - Currently have two monitors and are planning to have one on each engine and one in the Pilot Squad apparatus for the Pilot program.
 - Pilot program will begin on June 7th.

c) Management activities and personnel

- Chief Wenzel updated Board of Commissioners on the TIFMAS deployment for Covid – 19 vaccinations that are ongoing.
- Janssen injections will be held at station 801 on Saturday May 22, 2021.
- Station 801 remodel is in its planning stage.
 - Funds will be used from facilities budget.
- Community Health Paramedic
 - Chief Wenzel updated Board of Commissioners on program.

d) Apparatus needs

Chief Wenzel reviewed

- Status of New Engine 802 preconstruction meeting to be held June 6th thru 8th 2021.
 - Chief Wenzel will attend meeting in Ohio.
- Need of a new Engine 803 in 2022/2023.
- Boat 801 is in service.

No Action Taken.

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

None -

10. 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 -

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

Debra Opdahl reviewed resolution regarding public participation.

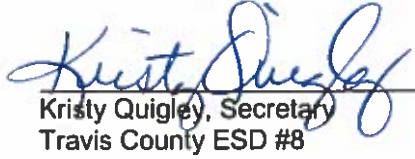
Debra Opdahl called for a motion to approve the Resolution Regarding Public Participation with no changes. Charles Valadez made motion, Becky Wynn seconded. Motion passed unanimously.

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

Next Board Meeting will be held at 5:00 pm on Tuesday, June 15, 2021 at 801 Bee Creek Road Briarcliff, Texas 78669

13. Adjourn. Meeting adjourned at 6:05 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 ESD #8