

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT 16

MINUTES

June 15, 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 Tuesday, June 15, 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, Kristy Quigley – Secretary, Debra Opdahl – Asst. Secretary/Treasurer.

Board Members Present via Tele-Conference

Matt Coffel – Treasurer

Also present in person:

Troy Wenzel, Jeff Hunt, Sheila Prince, Greg Yancey, Chad Kubin, Paige Bushnell and Dan Brewer.

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 5-19-2021 Board Meetings;

Charles Valadez asked for any changes to the minutes from the 5-19-2021 Board meeting. If there were none then a motion to approve was needed.

Debra Opdahl moved to approve minutes from the 5-19-2021 Board meeting. Kristy Quigley 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:

Transactions for May 2021 which included payments over \$2,000.00.

- Medack & Oltmann payment for Audit.

Charles Valadez called for a motion to approve all expense items including payments over \$2,000.00. Motion made by Debra Opdahl and seconded Kristy Quigley. 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. Motion made by Debra Opdahl and seconded by Kristy Quigley. Motion passed unanimously.

6. Review and discuss 2021 Tax Planning Calendar.

Jeff Hunt reviewed:

- 2021 Tax Planning Calendar
- Preliminary appraisal roll numbers
- Special meeting requirements
- Deadline for Chief Appraiser to certify appraisal rolls
 - July 25, 2021

Board of Commissioners discussed information and meeting dates.

Charles Valadez called for a motion to accept the 2021 Tax Planning Calendar along with tentative dates. Motion made by Debra Opdahl and seconded by Becky Wynn. Motion passed unanimously.

- Next Regular meeting will be held July, 20th 2021 at 4:30 pm.
- Tentative date for Special Meeting will be July 27th, 2021 at 4:30 pm.

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

Tabled. No Action Taken.

8. Contract Provider Update regarding;

Troy Wenzel reviewed:

- a. Emergency operations, response times, call volume.
 - 191 Total Calls
 - 105 Control Burns
 - 86 Runs
- b. Medical Calls

- 39 medical calls

c. Training

- AEMT Class
 - Will begin in October 2021.
 - October is later than expected to begin and will need to be addressed in FY 2022 Budget.
- Water rescue drills have been completed with Lake Travis Water Rescue Task Force.
- Squad program has begun and Chief Wenzel will keep the Board of Commissioners updated on progress.

d. Management activities, personnel, budget FY 2022, community impact;

- Upcoming contract with ESD 8 will be at the same rate as the 2020/2021 contract.
- Chief Wenzel has been in contact with Ann Howard's office concerning:
 - Vaccination programs
 - Community involvement
 - Vaccination sites
 - Vaccination storage restraints.

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

- Next Regular Board Meeting will be held at 4:30 pm on Tuesday, July 20, 2021 at 801 Bee Creek Road Briarcliff, Texas 78669.
- Tentative date for Special Meeting will be held at 4:30 pm on Tuesday July 27th, 2021 at 801 Bee Creek Road Briarcliff, Texas 78669.

10. Adjourn. Meeting adjourned at 5:08 pm.



Debra Opdahl, Asst. Secretary
Travis County Emergency Services District No. 16