

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

### MINUTES

June 15, 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 **Tuesday, June 15, 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 5:12 pm.

**Board Present in Person:**

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

**Board Present via Tele-Conference:**

Matt Coffel - Treasurer

**Also present in person:**

Troy Wenzel, Jeff Hunt, Sheila Prince, Greg Yancey, Chad Kubin, Clay Hendon, Allen Fulbright, 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;

Paige Bushnell (probationary firefighter) addressed the Board of Commissioners introducing herself and expressing her excitement of being a part of Travis County ESD 8.

The Board of Commissioners welcomed Firefighter Bushnell.

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 5-19-2021 Board Meetings;

Debra Opdahl 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.

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

Jeff Hunt reviewed:

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

- Amcheck – Payroll
- Bank of America
  - Mortgage Station 801
- Bestline
- BCBS
- Cardio Partners
- Carlton Law Firm
- City of Austin
- Elevated Safety
- ESO
- Fire Technology
- Hartford
- KS Bank
  - Last payment on Pierce Engines
- Lance Fire Truck
- MES

b) Approval of financial report.

Jeff Hunt Reviewed:

- Revenue
  - Property Tax
  - Sales Tax
  - Total Revenue
- Expenses
  - Human Resources
    - TIFMAS Deployment
  - Administrative
  - Communications
  - Facilities
  - Training
  - Total Expense
- Cash Accounts

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

6. Discuss and consider taking action on jurisdictional options.

Tabled. No Action Taken.

7. Review, discuss and consider adoption of 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.

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

- Next Regular meeting will be held July, 20<sup>th</sup> 2021 at 5:00 pm.
- Tentative date for Special Meeting will be July 27<sup>th</sup>, 2021 at 5:00 pm.

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

- Briarcliff ETJ Project
  - Charles Valadez reported this project is ongoing.
- Options for Station 805
  - Tabled
- Cost Recovery options
  - Troy Wenzel reported this project is ongoing.
- ESD8 Personnel Manual Update
  - Troy Wenzel is reviewing draft.
- Records Management Program
  - Tabled

9. Discuss and consider taking action on sale of surplus property or disposal of salvage property and adopt a resolution on same.

Allen Fulbright reported:

- Travis County ESD 8 has 3 LSU suction units that have no resale value and should be designated as salvage property. As salvage property he asks the Board of Commissioners to donate these units to the Hoover Valley Volunteer Fire Department.
- The Board of Commissioners discussed the request.

Debra Opdahl asked for a motion to designate the LSU Units as salvage property, donate these units to Hoover Valley Volunteer Fire Department and adopt the resolution on same. Motion made by Becky Wynn. Seconded by Charles Valadez. Motion passed unanimously.

Resolution was then signed and notarized.

10. Receive monthly report from the Fire Chief regarding;

Chief Wenzel reviewed:

- a) Emergency operations, response times, call volume.
  - 191 Total Calls
    - 105 Control Burns
    - 86 Runs
    - 39 Medical calls
- b) 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.
- Driver/Operator Course is ongoing.
- Incident Safety Officer Course is ongoing.
- Incident Commander Course is ongoing.
- Squad program has begun and Chief Wenzel will keep the Board of Commissioners updated on progress.

c) Management activities, personnel, budget FY 2022, and community impact

Chief Wenzel has been in contact with Ann Howard's office concerning:

- Vaccination programs
- Community involvement
- Vaccination sites
- Vaccination storage restraints.

d) Apparatus needs

Chief Wenzel updated the Board of Commissioners:

New Engine 802:

- Completion of Pre-construction meeting in Columbus Ohio
- Revision of original specifications
- Quote on completion expected soon
- Delivery Date
- Payment on completion of final inspection after the FDIC conference

Engine 803:

- Replacement is needed
- Order dates
- Cost
- Design
- Capabilities
- Possible Ladder Company

Board discussed options.

No Action Taken.

Debra Opdahl opened discussion on dates for the Budget Strategic Planning Meeting. The Board of commissioners set date for the meeting on July 24, 2021 beginning at 9 am. Breakfast and lunch to be served.

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

None -

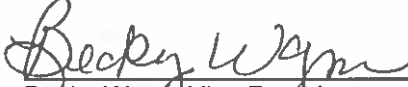
12. Receive report from Pedernales Association of Firefighters regarding fundraising efforts, social and membership events, and unresolved issues discussed at the Chief/Association/Board (aka "CAB") Committee meeting;

None present -

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

- Next Regular Board Meeting will be held at 5:00 pm on Tuesday, July 20, 2021 at 801 Bee Creek Road Briarcliff, Texas 78669.
- Budget Strategic Planning Meeting will be held at 9:00 am on Saturday July 24, 2021 at 801 Bee Creek Road Briarcliff, Texas 78669.
- Tentative date for Special Meeting will be held at 5:00 pm on Tuesday July 27<sup>th</sup>, 2021 at 801 Bee Creek Road Briarcliff, Texas 78669.

14. Adjourn. Meeting adjourned at 6:16 pm.

  
Becky Wynn, Vice President  
Travis County ESD #8