

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

MINUTES

November 18, 2021

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Thursday, November 18, 2021 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;

Board Present in Person:

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

Also present in person:

- Troy Wenzel, Jeff Hunt, Sheila Prince, Carlton Melton, Brent LaFour, Jude Henry, Robert Ming, Michael Brasuel, Allen Fulbright, Greg Yancey, Randolph Ruiz, Cody Fojtik, Marc Talamantez, Ashley Doran, Emma Talamantez, Michael Hamlett, Chase Brunnemann, Kim Ehrlich, Clay Hendon, Bruce Perkins.

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 10-20-2021 Board Meeting;

Debra Opdahl asked for any changes to the minutes from the 10-20-2021 Board meeting. If there were none then a motion to approve was needed.

Kristy Quigley moved to approve minutes from 10-20-2021 Board meeting. Charles Valadez seconded. Motion passed unanimously.

Becky Wynn abstained from this vote due to being absent at 10-20-2021 meeting.

Debra Opdahl changed the agenda order and introduced item 6

Debra Opdahl introduced item 6

6. 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 vender list including items exceeding \$2,000.00

- Amcheck – 3 payroll periods
- Austin Fire Dispatch
- Bestline
- BCBS
- Dell – purchased in 2021 but invoiced late
- Front Line Mobile
- Hartford
- KS State Bank
- Lances Fire Truck
- McNeil and Co.
- Station Automation
- TCFP
- TDO Cabinets
- TC Emergency Services

Debra Opdahl called for a motion to approve all expense items including those that exceed \$2,000.00 for the month of October 2021 in the Transaction by vendor list. Motion made by Charles Valadez and seconded by Kristy Quigley. Motion passed unanimously.

- b) Approval of financial report.

- Revenue
 - Jeff Hunt noted that the reimbursements from deployment have been received and allocated back to payroll.
- Property Tax
- Expenses
- Cash Accounts

Debra Opdahl called for a motion to approve the financial report ending October 31, 2021. Motion made by Charles Valadez and seconded by Kristy Quigley. Motion passed unanimously.

- c) Review and approve quarterly investment report;

No action taken.

5. Ceremony for Probationary Firefighters.

Chief Wenzel called probationary firefighters to the front by name:

- Chase Brunnemann
- Carlton Melton
- Kim Ehrlich
- Clay Hendon
- William Talamantez

Chief Wenzel invited each firefighter to bring up their chosen person for the pinning ceremony.

Chief Wenzel addressed the probationary firefighters stating:

"It is the policy of Travis County Emergency Services District 8 that, when required, department members affirm the oath of their office as an expression of commitment to the constitutional rights of those served by Department and the dedication of its members to their duties."

Each firefighter recited their Oath of Office.

Chief Wenzel issued each firefighter their badge and collar brass. Each firefighter was then pinned.

Chief Wenzel congratulated the firefighters on completing their probationary period and welcomed them to Travis County ESD 8/Pedernales Fire Department.

Debra Opdahl, speaking for the Board of Commissioners, offered congratulations on passing this milestone with Travis County ESD 8, adding she looks forward to their continued success.

6. Receive report from Business Manager and consider taking related action, including:
 - a) Approval of monthly bills, invoices, and checks, including processing of payroll;
See Above
 - b) Approval of financial report.
See Above
 - c) Review and approve quarterly investment report;
See Above

7. Discuss and consider taking action on purchasing a generator for Station 803;

Chief Wenzel presented the generator bid:

- 60K Propane Generator.
- 500 gallon Tank.
- \$85,000.00 for generator and ancillary equipment.
- Delivery time 3 to 4 weeks.

Debra Opdahl called for a motion to authorize Chief Wenzel to purchase 60K Propane Generator and ancillary equipment for \$85,000.00. Motion was made by Charles Valadez and seconded by Kristy Quigley. Motion passed unanimously.

8. Discuss and consider taking action on jurisdictional options;

Tabled. No Action Taken.

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

- Briarcliff ETJ Project
- Options for Station 805
- Cost Recovery options
- ESD8 Personnel Manual Update
- Records Management Program

Item 9 was tabled. No Action Taken.

10. Receive monthly Fire Chief Report and consider taking appropriate actions;

- a) Emergency operations, response times, call volume.
 - 111 total calls.
 - 15 Control burns
 - Most calls were responded by Station 801 and 802.
 - Response time 6.5 minutes.
- b) Medical Calls

- 48 medical calls.
 - Ongoing negotiations are being conducted with ambulance services to enable increased medical response to required areas.
- c) Training
- AEMT class to be held in 2022
- d) Management activities, personnel, budget FY 2022, and community impact.

Chief Wenzel reported ongoing research for station 804:

- The planners of the VISCA Settlement are researching and planning on donating property for a Fire Station in their planned settlement.
- Chief Wenzel met with planners of settlement reviewing land needed for a Fire Department and desired location.
- Infrastructure should be completed in the next 2 years.
- Chief Wenzel will keep board updated on the planning process as it unfolds.

Debra Opdahl informed the Board of Commissioner that the Thomas Ranch project is ongoing.

Chief Wenzel reported on personnel issues:

- Travis County ESD 8 has a vacant Battalion Chief position:
 - The BC position will be filled through a promotion process which will include:
 - Written Test
 - Test will be performed on November 23, 2021.
 - Interview from outside the organization.
 - Chief's interview.
 - The Battalion Chief's start date will be December 7, 2021.
- Assistant Chief position:
 - 34 Application received by Ure Consulting Group
 - Questionnaires were sent and received back.
 - Ure Consulting will conduct pre-interviews and submit 4 to 5 applicants plus internal applicants.
- Hiring Process for Firefighters:
 - Hiring process is set for January 8th, 2022
 - Planning on Hiring 3 firefighters

Chief Wenzel opened discussion on Engine 802 and Engine 803:

Chad Kubin updated the Board of Commissioners:

- Engine 802
 - The build is set for January 2022 and will last 3 to 4 months
- Engine 803
 - Agreement has been signed and Engine 803 is "in line" to be built
 - 18 month minimum with a 2 year expectation of receiving engine.
 - Delay due to supply chain shortages

Board of Commissioners inquired if this delay will affect the agreed upon price. Mr. Kubin inquired about a possible price increase and was assured by Stuphen

that the agreed price is guaranteed.

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

None present. No Action Taken.

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;

Randolph Ruiz addressed the Board of Commissioners:

- The Association has elected most of its Board of Commissioners:
 - Randolph Ruiz – President
 - Vice President – Open at this time
 - Secretary – Chase Brunnemann
 - Member at Large – Paige Bushnell
 - Treasurer – Jude Henry

Randolph Ruiz updated the Board of Commissioners of its membership count, along with offering the Board of Commissioners the Association help in any needed areas.

Debra Opdahl, speaking for the Travis County ESD 8 Board of Commissioners, offered congratulations to the newly elected commissioners, adding that the Travis County ESD 8 Board members look forward to working with the Association.

13. Discuss and consider Commissioners' terms of office expiring at year end:

Becky Wynn updated Board of Commissioners on reappointment procedure.

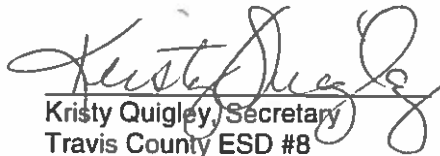
Becky Wynn is the only commissioner that will need reappointment.

Charles Valadez and Debra Opdahl will inquire about staggering appointments. They will address this with Commissioner Howard's office.

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

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

15. Adjourn. Meeting adjourned at 7:25 pm.


Kristy Quigley, Secretary
Travis County ESD #8

