

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16

MINUTES

February 22, 2022

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held on **Tuesday, February 22, 2022 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 4:33 pm.

Board Members Present in Person:

Charles Valadez – President, Becky Wynn – Vice President, Matt Coffel - Treasurer

Board Members Present via Tele-Conference

Kristy Quigley – Secretary

Board Members Absent

Debra Opdahl – Asst. Secretary/Treasurer

Also present in person:

Troy Wenzel, Jeff Hunt, Sheila Prince, Brian Storer, M. Barker, T. Listz, K. Ehrlich, R. Ruiz, M. Campuzano, D. Brewer, M. Hamlett, Kristin Haden, Madison Haden, Megan Haden, Tony Haden, Grant Haden, 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 1-19-2022 Board Meeting;

Charles Valadez asked for any changes to the minutes from the 1-19-2022 Board meeting. If there were none then a motion to approve was needed.

Becky Wynn moved to approve minutes from 1-19-2022 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 expenses for the month of January 2022 including;

- Travis County Central Appraisal District

b. Approval of financial report.

Jeff Hunt reviewed:

- Revenue
- Property Tax
- Expenses.
- Cash Accounts

Charles Valadez called for a motion to approve monthly bills, invoices, all expenses included in the transaction by vender along with the financial report ending January 31, 2022. Motion made by Becky Wynn and seconded by Matt Coffel. Motion passed unanimously.

c. Review and approve quarterly investment report;
Tabled.

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

Tabled. No Action Taken.

7. Receive monthly Provider Update and consider taking appropriate actions;

Chief Wenzel reported.

a. Emergency operations, response times, call volume;

- 132 total calls
- 27 Control Burns
- 105 Actual Calls
- Response time 5.5 minutes

b. Medical Calls

- 52 Medical Calls
- Squad 801 pilot program has been discontinued until staff is available

c. Training

- 3 crew members are in the process of getting OMD clearance for Advanced EMT certification
- AEMT class to be held July/August time frame

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

- Another hiring process is being planned for 3 open positions

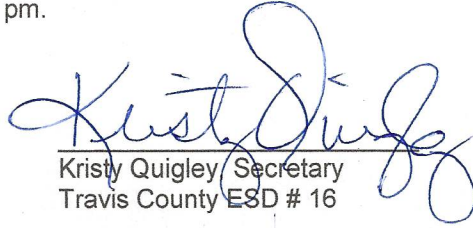
8. Discuss and take action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement.

Charles Valadez called for a motion to direct the Carlton Law Firm to take needed action to keep Travis County ESD 16 in compliance for Texas Comptroller Special Purpose District Financial and Tax Reporting. Motion made by Charles Valadez and seconded by Matt Coffel. Motion passed unanimously.

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

Next regular Board of Commissioners Meeting will be held Wednesday, March 30, 2022 at 4:30 pm at 801 Bee Creek Road Briarcliff, Texas 78669.

10. Adjourn. Meeting adjourned at 4:46 pm.



Kristy Quigley Secretary
Travis County ESD # 16