

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16

MINUTES

March 30, 2022

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held on **Wednesday, March 30, 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 Present in Person:

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

Board Members Present via Tele-conference:

Kristy Quigley – Secretary

Board Members Absent:

Matt Coffel – Treasurer

Also present in person:

Troy Wenzel, Jeff Hunt, Brian Storer

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 2-22-2022 Board Meeting;

Charles Valadez asked for any changes to the minutes from the 2/22/22 Board meeting. If there were none then a motion to approve was needed.

Becky Wynn moved to approve minutes from the 2/22/22 Board meeting. Kristy Quigley seconded and the motion passed unanimously.

Debra Opdahl abstained from voting due to her absence at the 2/22/22 BOC meeting.

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 February 2022 included in Transaction by vendor. No expenses above \$2,000.00.

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 vendor along with the financial report ending February 28, 2022. Motion made by Debra Opdahl and seconded by Becky Wynn. Motion passed unanimously

c. Review and approve quarterly investment report;
Tabled. No Action Taken.

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;

- 109 total calls.
- 29 Control Burns
- 80 Actual Calls
- 33 Medical Calls
- Response time 5.2 minutes.

a. Training

- Advanced EM Class is being planned for August 2022.
 - 90 day class
 - 12 seats will be for the West Side 5 at approximately \$1,800.00 per student.
- A Paramedic bridge course is be researched at this time.

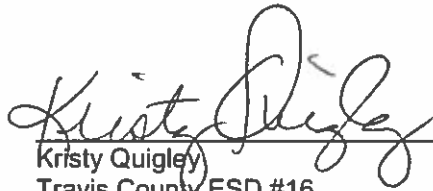
b. Management activities, personnel, budget FY 2022, and community impact

- A hiring process will is scheduled for 5/21/2022.

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

Next regular Board of Commissioners Meeting will be held Tuesday, April 19, 2022 at 4:30 pm at 801 Bee Creek Road Briarcliff, Texas 78669.

9. Adjourn. Meeting Adjourned 4:45 pm



Kristy Quigley
Travis County ESD #16