

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

MINUTES

February 22, 2022

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Tuesday, February 22, 2022, 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 5:02 pm.

Board Present in Person:

Becky Wynn – Vice President, Charles Valadez – Asst. Secretary/Treasurer, Matt Coffel - Treasurer

Board Members Present via Tele-conference:

Kristy Quigley – Secretary

Board Members Absent:

Debra Opdahl - President

Also present in person:

Troy Wenzel, Jeff Hunt, Sheila Prince, Brian Storer, Tyler Listz, Lt. Barker, Kim Ehrlich, M. Talamantez, R. Ruiz, M. Campuzano, D. Brewer, M. Hamlett, Kristin Haden, Megan Haden, Madison Haden, Grant Haden, Tony Haden, Neva Biggs, Linda Eagan, Debbie Wenzel, Robert Ming, 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 1/18/22, 1/19/22 and 1/29/22 Board Meetings.

Becky Wynn asked for any changes to the minutes from the 1/18/22, 1/19/22 and 1/29/22 Board meetings. If there were none then a motion to approve was needed.

Charles Valadez moved to approve minutes from 1/18/22, 1/19/22 and 1/29/22 Board meetings. Kristy Quigley seconded. Motion passed unanimously.

Becky Wynn change the order of the Agenda, Introducing Item 9 (C)

Receive monthly Fire Chief Report and consider taking appropriate actions

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

Troy Wenzel introduced the New Assistant Chief Tony Haden to the Board of Commissioners and guests. Chief Wenzel welcomed Asst. Chief Haden to Pedernales Fire Department, remarking that he looks forward to working with him.

Chief Haden addressed the Board of Commissioners.

Becky Wynn speaking for the Board of Commissioners welcomed Chief Haden to the Pedernales Fire Department family and offered congratulations on his new position.

Chief Wenzel asked for Kristin Haden to come to the front of the room in order to pin Chief Haden. Pinning of Chief Haden then occurred.

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 vender list including items exceeding \$2,000.00

- Amcheck
- Bestline
- Hartford Life
- It's all good BBQ
- Lance Fire Truck
- MES
- TC Emergency
- URE Consulting
- Zoll

Becky Wynn asked for a motion to approve all bills, invoices, checks, including all expenses exceeding \$2,000.00 for the month ending January 31, 2022. Motion made by Charles Valadez and seconded by Matt Coffel. Motion passed unanimously.

- b. Approval of financial report.

Jeff Hunt reviewed:

- Revenue
- Property Tax
 - Becky Wynn inquired how many home owners were appealing their property tax. Jeff Hunt informed Ms. Wynn that the numbers are not available as of yet. Jeff Hunt will keep the Board of Commissioners updated.
- Sales Tax
- Expenses
- Cash Accounts

Becky Wynn asked for a motion to approve the financial report ending January 31, 2022. Motion made by Charles Valadez and seconded by Kristy Quigley. Motion passed unanimously.

- c. Review and approve quarterly investment report;

Tabled. No Action Taken.

6. Receive report from Pedernales Fire Department Auxiliary regarding fundraising efforts and social events.

Linda Evans introduced Neva Biggs as President of the Pedernales Fire Dept Auxiliary. Neva Biggs addressed the Board of Commissioners updating the Board on fundraising efforts and social events.

Ms. Biggs reported that the Auxiliary has a surplus of funds amounting to \$30,000.00 that the Auxiliary would like to give to Pedernales Fire Department as restricted asset for use in medical response.

The Board of commissioners individually addressed the Pedernales Fire Department Auxiliary thanking them for their tireless efforts in fund raising and social events.

Jeff Hunt reviewed options for restricted assets.

Board of Commissioners discussed options.

Becky Wynn asked Jeff Hunt to research options and report back to the Board of Commissioners.

The Travis County ESD 8 Board of Commissioners and the Pedernales Fire Department Auxiliary will work with Jeff Hunt on restricted asset options.

No Action Taken.

7. Discuss and consider taking action on jurisdictional options.

Tabled. No action taken.

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

- a. Briarcliff ETJ Project

- Charles Valadez reported this is ongoing and he is working with the Mayor of Briarcliff.

- b. Options for Station 805

- Tabled, No action taken

- c. Cost Recovery options

- Tabled, No action taken

- d. ESD8 Personnel Manual Update

- Tabled, No action taken

- e. Records Management Program

- Tabled, No action taken

9. Receive monthly Fire Chief report and consider taking appropriate actions.

Chief Wenzel reported.

- a. Emergency operations, response times, call volume;

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

- b. Training;

- ReSet classes are ongoing
- D/O classes are ongoing
- Upcoming classes are being discussed and planned

c. Management activities, personnel, budget FY 2022, and community impact;

Chief Wenzel reported:

- Chief Haden's start day is 2/28/2022.
- Another hiring process is being planned for open positions.
 - Becky Wynn asked how many positions are open and what are the challenges for filling those positions?
 - Chief Wenzel reported 3 open positions and the Pedernales Fire Department is experiencing the same difficulties in hiring as other departments and industries in surrounding areas.
- Beginning on 2/14/2022 the Pedernales Fire Department enacted a realignment in all shifts. Each shift was restructured and at least 5 crew members on each shift were assigned a new shift.
- Evaluations will be scheduled for late March through early April.

d. Apparatus needs.

- Brush Trucks had maintenance issues resolved.
- Matt Coffel questioned replacement options for older Fire Engines. Chief Wenzel will assign Chief Haden to research options and will keep Board of Commissioners updated on options.
- New 802 Engine;
 - Delivery date has been delayed until July or August 2022.
- New 803 Engine
 - Delivery date unknown at this time.

e. Squad 801 pilot program update;

- Squad 801 pilot program has been discontinued until staff is available.

10. Discuss and consider taking action on the purchase of an Assistant Chief vehicle.

Chief Wenzel reviewed:

- The Assistant Chief will need a vehicle to drive.
- The apparatus can be used as a multi-purpose apparatus.
- On call Chief will drive current command vehicle, off duty Chief will drive other apparatus.
- Apparatus Committee has been researching needed emergency apparatus specifications.
- Apparatus will be a 1 Ton, 4 Wheel Drive with bed cover and have full lighting package.
- Cost will be at most \$125,000.00.

Board of Commissioners discussed the purchase of apparatus.

Becky Wynn called for a motion to authorize the Apparatus Committee to purchase a multi-purpose apparatus that will meet requirements for \$125,000.00. Motion made by Charles Valadez

and seconded by Matt Coffel. Motion passed unanimously.

11. Discuss and consider taking action on the purchase of communications equipment.

Chief Wenzel reported the need for:

- 6 Portable radios
- 3 MDC's
- 5 Mobile Radio's

Chief Wenzel reviewed the Budget Adjustment that was made 9/21/2021 for FY 2021-2022 at which time \$90,541.65 was placed in the maintenance deferral category. Chief Wenzel requested that these funds be used for the purchase of communications equipment.

Chief Wenzel reviewed cost of equipment and cost of installations for a total amount not to exceed \$100,000.00.

Board of Commissioners discussed purchase.

Becky Wynn called for a motion to approve the expensed not to exceed \$100,000.00 for Chief Wenzel to purchase communications equipment. Motion made by Charles Valadez and seconded by Matt Coffel. Motion passed unanimously.

12. Discuss and consider taking action on the purchase of computer equipment for Chief Wenzel and Chief Haden.

Chief Wenzel reviewed the need for computer equipment for himself along with Chief Haden.

- 2 Laptops
- 2 Monitors
- Total Cost of \$3,535.00
- This expense will come from the communication budget category.

Becky Wynn called for a motion to approve the expense of \$3,535.00 for Chief Wenzel to purchase computer equipment to be used by Chief Wenzel and Chief Haden. Motion made by Charles Valadez and seconded by Matt Coffel. Motion passed unanimously.

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

Tabled. No Action Taken.

14. 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 updated the Board of Commissioners on re-organization developments.

No Action Taken.

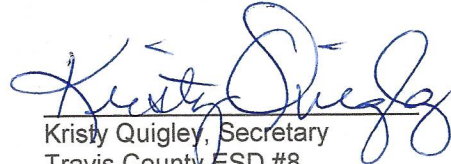
15. Discuss and take action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement.

Becky Wynn called for a motion to direct the Carlton Law Firm to take needed action to keep Travis County ESD 8 in compliance for Texas Comptroller Special Purpose District Financial and Tax Reporting. Motion made by Charles Valadez and seconded by Kristy Quigley. Motion passed unanimously.

16. Discuss agenda, time and date for next meeting.

Next regular Board of Commissioners Meeting will be held Wednesday, March 30, 2022 at 5:00 pm at 801 Bee Creek Road Briarcliff, Texas 78669.

17. Adjourn. Meeting adjourned at 5:59 pm.


Kristy Quigley, Secretary
Travis County ESD #8