

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8**

**MINUTES**

**March 30, 2022**

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Wednesday March 30, 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 5:01 pm.

**Board Present in Person:**

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

**Board Members Present via Tele-conference:**

Kristy Quigley – Secretary

**Board Members Absent:**

Matt Coffel – Treasurer

**Also present in person:**

Troy Wenzel, Tony Haden, Jeff Hunt, Brian Storer, Page Graves, Judy Wisdom, Linda Egan, Neva Biggs, Mary Falconer, Jane Coco, Alexa Ornsby, Allen Fulbright, CJ Melton, Marc Talamantez, 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 the 2/22/2022 Board Meeting;

Debra Opdahl 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.

Charles Valadez moved to approve minutes from the 2/22/22 Board meeting. Becky Wynn seconded. Motion passed unanimously.

**Debra Opdahl changed the order of the Agenda, Introducing Item 6**

Presentation of Award to Page Graves for her work with Pedernales Fire Department Auxiliary.

Chief Wenzel presented Ms. Graves with an award of appreciation for her work with Pedernales Fire Department Auxiliary throughout the years. Chief Wenzel thanked Ms. Graves for all her service to the Department and the community.

Debra Opdahl echoed Chief Wenzel's appreciation to Ms. Graves adding it was an honor to have her in the Auxiliary.

Page Graves addressed the Board thanking them for the recognition of her service.

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
- Benchmark
- Bestline
- Blue Cross Blue Shield
- MES
- TC Emergency
- URE Consulting

Debra Opdahl asked for a motion to approve all bills, invoices, checks, payroll, including all expenses exceeding \$2,000.00 for the month ending February 28, 2022. Motion made by Charles Valadez and seconded by Becky Wynn. Motion passed unanimously.

- b. Approval of financial report.

Jeff Hunt reviewed:

- Revenue
- Property Tax
- Sales Tax
- Expenses
- Cash Accounts

Debra Opdahl asked for a motion to approve the financial report ending February 28, 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. Presentation of Award to Page Graves for her work with Pedernales Fire Department Auxiliary.

See Above

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. Assistant Chief Haden to meet with Opdahl, Valadez, Wenzel, and Hunt on this matter.

- b. Options for Station 805

Chief Wenzel is researching options and will keep the Board of Commissioners informed.

- 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;
  - 109 total calls.
  - 29 Control Burns
  - 80 Actual Calls
  - 33 Medical Calls
  - Response time 5.2 minutes.
- b. Training;
  - ReSet classes are ongoing
  - D/O classes are ongoing
  - 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 being researched at this time.
- c. Management activities, personnel, budget FY 2022, and community impact;

Chief Wenzel reported:

- Two crew members resigned from the Department.
- A hiring process is scheduled for 5/21/2022.
  - The Department has 5 open positions
- A Two Dollar per hour pay raise was implemented on 3/28/2022.
  - Starting salary for firefighter is now \$57 K.
- d. Apparatus needs.
  - BT 802 needs a new motor. The expense will be around \$22,000.00.
  - New 802 Engine;
    - Delivery date has been delayed until August 2022.
  - Command 802
    - Delivery date will be near the of August 2022.
  - Allen Fulbright addressed the BOC on the PFD Auxiliary donation for EMS Needs.

- Mr. Fulbright suggested purchasing a UTV for primarily EMS response and capabilities (although this could be used for Fire response.)
- Debra Opdahl requested Mr. Fulbright research this option.

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 457 Plan.

Chief Wenzel outlined the current 457 plan and proposed changes;

- Current 6 year rated vested program proposed to be changed to a Cliff vested option of 3 yrs.
- Cliff vested
  - 0 to 3 year 0% vested.
  - +3 years 100 % vested.
- There will be a 457 plan restatement fee of \$150.00.

Debra Opdahl called for a motion to accept the 457 plan restatement. Motion made by Charles Valadez, seconded by Becky Wynn. Motion passed unanimously. Change will take effect after minutes are approved in April.

11. 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.

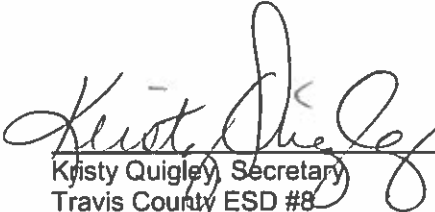
12. Receive report from Pedernales Association of Firefighters regarding fundraising efforts, social and membership events, and unresolved issues discussed at the Chief/Association/Board (aka "CAB") Committee meeting;

Tabled. No Action Taken.

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

Next regular Board of Commissioners Meeting will be held Tuesday, April 19, 2022 at 5:00 pm at 801 Bee Creek Road Briarcliff, Texas 78669.

14. Adjourn. Meeting adjourned at 6:22 pm.

  
Kristy Quigley, Secretary  
Travis County ESD #8