

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

MINUTES

April 19, 2022

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Tuesday April 19, 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, Kristy Quigley – Secretary

Board Members Absent:

Matt Coffel – Treasurer

Also present in person:

Tony Haden, Jeff Hunt, Sheila Prince, Brian Storer, Chad Kubin, Clay Hendon, Scott Wegner, Jared Mikeska, Paige Bushnell, Michael Hamlett, Matt Brown, Lane Hart, Cody Fojtik.

1. 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 -

2. 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

3. Approval of Minutes from the 3/30/2022 Board Meeting;

Debra Opdahl asked for any changes to the minutes from the 3/30/2022 Board meeting. If there were none then a motion to approve was needed.

Charles Valadez moved to approve minutes from the 3/30/2022 Board meeting. Kristy Quigley seconded and the motion passed unanimously.

4. Receive report from Business Manager and consider taking related action, including:

Jeff Hunt reviewed:

- a. Approval of monthly bills, invoices, and checks, including processing of payroll;

Transaction by vender list including items exceeding \$2,000.00

- Amcheck
- 1st Fire Safety
- Bank of America
- Bestline

- Blue Cross Blue Shield
- Hartford
- McNeil and Company
- South Austin Marine
- TC Appraisal District
- TC Emergency

Becky Wynn asked for Jeff Hunt to send the Board of Commissioners a payment schedule for outstanding debt.

Debra Opdahl asked Chief Haden about the repair on Boat 801. Chief Haden reviewed preventive maintenance required along with hardware and software upgrades.

The Board of Commissioners discussed the need for possible budget adjustments. Jeff Hunt will research and keep the Board updated.

b. Approval of financial report.

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

c. Review and approve quarterly investment report;

- General Fund Account
 - Type
 - Value
 - Interest
- Sales Tax Account
 - Type
 - Value
 - Interest

Debra Opdahl asked for a motion to approve all bills, invoices, checks, payroll, including all expenses exceeding \$2,000.00 for the month ending March 31, 2022, approval of the financial report ending March 31, 2022, and to approve Quarterly Investment reports for the ESD 8 2nd quarter. A motion made by Charles Valadez and seconded by Kristy Quigley. The motion passed unanimously.

Investment reports were then signed.

5. Conduct annual review of investment policy and investment strategies and adopt resolution.

Jeff Hunt reviewed:

- Investment policy
- Criteria
- Statute
- Liquidity
- Yield
- Texpool

The Board of Commissioners discussed the investment policy, strategies, and resolution.

Debra Opdahl asked for a motion to adopt the resolution confirming annual review of the district investment policy, strategies, guidelines, and management practices. A motion was made by Charles Valadez and seconded by Kristy Quigley. The motion passed

unanimously.

Resolution Confirming Annual Review of the District Investment Policy was then signed and notarized.

6. Discuss and consider taking action on jurisdictional options;

Tabled. No Action Taken.

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

- a. Briarcliff ETJ Project

Charles Valadez reported this is ongoing and council is drafting an agreement.

Debra Opdahl instructed administrative staff to work with the Association to move toward the next steps in community involvement along with creating talking points.

Chief Haden will keep the Board of Commissioners informed on progress being made.

- b. Options for Station 805

Tabled. No action was taken.

- c. Cost Recovery options

Tabled. No action was taken.

- d. ESD8 Personnel Manual Update

Debra Opdahl requested that Chief Haden give a report on the update during the May Board of Commissioners meeting.

- e. Records Management Program

Tabled. No action was taken.

8. Receive monthly Fire Chief report and consider taking appropriate actions;

Chief Haden reviewed:

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

- 72 Total Calles
 - 1 call for assistance with Forest Service Control Burn
- 36 medical calls
- Response time 7.52 minutes

Commissioner Wynn asked questions about the increase in Response Times. Chief Haden will research exactly how the Response Time software works and report back to the Board at the May meeting.

- b. Training;

- ReSet classes ongoing
- D/O class complete
- OMD class on wound packing was conducted for all shifts.
- Lt. Westerman completed his AEMT class.

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

- A catastrophic leave policy was created and enacted to allow all crew members with a minimum of 96 hours PTO to give PTO hours to another crew member on an approved leave of absence.

- A new strategy is being conducted for recruiting and hiring needed crew members.
 - Chief Haden and FF Henry spoke with graduates from Austin Community College fire school. This is proactive approach to allow Pedernales Fire Department a higher visibility in recruiting and hiring.
- A meeting between Thomas Ranch developers and Pedernales Fire Dept. was held during which the below was discussed.
 - Timeline
 - Infrastructure
 - Possible land donation for a new Fire Station
 - Community needs
- One Resignation by Lt. O’Baugh.
- One Fire Fighter on a Leave of absence.
- A \$2.00 dollar raise was given to all staff beginning 3/28/2022.
- A Crawfish boil with be held on 4/30/2022 given by PFD Auxiliary.

d. Apparatus needs.

- Boat 801 is in service.
- Brush Truck 802 is in service.

9. 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 was taken.

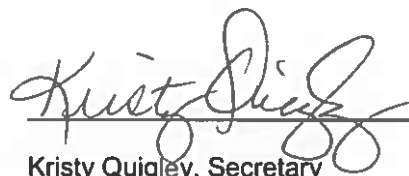
10. Receive report from Pedernales Association of Firefighters regarding fundraising efforts, social and membership events, and unresolved issues discussed at the Chief/Association/Board (aka "CAB") Committee meeting;

Tabled. No action was taken.

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

Next regular Board of Commissioners Meeting will be held Wednesday, May 18, 2022, at 5:00 pm at 801 Bee Creek Road Briarcliff, Texas 78669.

13. Adjourn. Meeting adjourned at 5:41 pm.



Kristy Quigley, Secretary
Travis County ESD #8