

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16

### Minutes

June 14, 2022

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held on Tuesday, June 14, 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; 4:30 pm.

**Board Present in Person:**

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

**Board Present via Zoom**

Kristy Quigley – Secretary

**Board Members Absent:**

Matt Coffel – Treasurer

**Also present in person:**

Chief Hayden, Fay Crossett, 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 5/18/2022 Board Meeting;  
Charles Valadez asked for any changes to the minutes from the 5/18/2022 Board meeting. If there were none then a motion to approve was needed.  
Debra Opdahl moved to approve minutes from the 5/18/2022 Board meeting. Becky Wynn seconded the motion and the 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;
    - Carlton Law Firm

- Medack & Oltmann LLP
- b. Approval of financial report.
- Revenue
  - Property Tax
  - Expenses
  - Cash Accounts
- c. Review and approve quarterly investment report;
- No action taken.

Charles Valadez asked for a motion to approve all bills, invoices, checks, payroll, including all expenses exceeding \$2,000.00 for the month ending May 31, 2022, and approval of the financial report ending May 31, 2022. A motion was made by Debra Opdahl and seconded by Becky Wynn. The motion passed unanimously.

6. Discuss and consider adoption of the tax and budget planning calendar for 2022 and take related action.

Board of Commissioners reviewed and discussed tax and budget planning calendar.

- Meeting set for Tax and budget planning will be Saturday, July 30, 2022, at 9:00 am at 801 Bee Creek Road, Briarcliff Texas.

7. Discuss District website status, accessibility and posting requirements and take any related action.

Tabled. No action taken.

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

Tabled. No action taken.

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

- Emergency operations, response times, call volume
  - 115 Total Calls
  - 93 Actual calls
  - Response time 6 minutes
- Medical Calls
  - 23
- Training
  - OMD Training to be held 6/20/2022, 6/22/2022 and 6/24/2022
  - AEMT Class to be held in August
  - Crew members will be sent to the TEEEX Leadership to Leadership Symposiums in the future. The Symposiums are free of charge to those attending and is an excellent source of information for the Department.
- Management activities, personnel, budget FY 2022/2023, and community impact;  
No action taken.

10. Review Resolution Regarding Public Participation at Open Meetings and make changes as appropriate;

Tabled. No action taken.

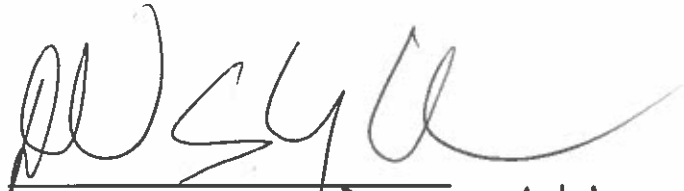
11. Discuss agenda, time and date for next meeting; and

The next regular Board of Commissioners meeting will be held Tuesday, July 19, 2022, at 4:30 pm

at 801 Bee Creek Road Briarcliff, Texas 78669.

Meeting set for Tax and budget planning will be Saturday, July 30, 2022, at 9:00 am at 801 Bee Creek Road, Briarcliff Texas

12. Adjourn. Meeting Adjourned 4:53 pm.



Kristy Quigley, Secretary  
Travis County ESD #16

Debra Opclahl  
Asst. Secretary