

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

MINUTES

July 19, 2023

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Wednesday July 19, 2023 at 7:00 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 7:12 pm.

Board Members Present in Person:

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

Board Members Absent:

Treasurer, Matt Coffel

Also present in person:

Tony Haden, Lynnette Courtney, Chad Kubin, Cody Fojtik, Marc Talamantez, Chase Brunnemann, Miguel Campuzano, Danny Smith, Michael Hamlett, Richard Lafour, Paige Bushnell, Colin Gray, Jared Mikeska, Scott, Wegner, Taylor Furman, Lane Hart, Chase Westerman, Clayton Blount, Clay Hendon.

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 6/21/2023 and 6/28/2023 Board meetings.

Debra Opdahl asked for any changes to the minutes from the 6/21/2023 and 6/28/2023 Board meetings. If there were none then a motion to approve was needed.

Charles Valadez moved to approve minutes from the 6/21/2023 and 6/28/2023 Board meetings. Bruce Mills seconded the motion. The motion passed unanimously.

5. Receive report from Administrative Manager and consider taking related action, including:

Lynnette Courtney reviewed:

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

- Amcheck
- BCBS
- Bound Tree

- Carlton Law Firm
 - ESO
 - Medack & Oltman LLP
 - Mission Critical
 - On Demand Leadership
 - PEC
 - TC Emergency Services
 - TCDRS
- b. Approval of financial report.
- Revenue
 - Property Tax
 - Sales Tax
 - Expenses
 - Cash Accounts
 - Capital Assets
- c. Review and approve quarterly investment report; and
- Texpool General fund \$62,903.51 in interest ending the quarter of 6-30-2023
 - Texpool Sales Tax Fund \$3,754.55 in interest ending the quarter of 6-30-2023
 - Charles Valadez asked about our dispatching costs. Chief Haden stated the Capitol Area Fire Chief's Association found errors within the contract. The group sent suggested changes to Travis County Emergency Services. It was determined that for renewal this year they would only go up 10% until they can resolve the other issues. Both options that are currently on the table would not hurt the ESD and Chief Haden is okay with either option.
 - Becky Wynn asked if the reason why overtime was so over budget was because of the 5 open positions. Chief Haden answered yes, and paramedic training also impacted overtime.
 - Debra Opdahl asked for a motion to approve all bills, invoices, checks, and payroll, including all expenses exceeding \$2,000.00 for the month ending June 30, 2023, approval of the financial report ending June 30, 2023, and approval of the quarterly investment reports ending June 30, 2023. A motion was made by Charles Valadez and seconded by Bruce Mills. The motion passed unanimously.
6. Schedule budget meetings/workshops.
- The Board discussed budget meetings/workshop dates. The Budget workshop will be on July 29th from 9am-9:30am.
7. Discuss and consider taking action regarding employment and compensation of Tony Haden as District Fire Chief.
- Charles Valadez stated that when the District went through the process to hire Tony Haden it was with the intent that he would be the Fire Chief within 1-2 years. Tony Haden will be a great Fire Chief. He has clear expectations to lead the Department forward. Charles Valadez said the Board should make him the Fire Chief.
 - Bruce Mills stated that Tony Haden will work hard to make this Department great. He agreed with everything Charles Valadez stated. Bruce Mills has asked numerous people in the City of Austin and AFD and Tony Haden comes with the highest regards. His leadership is superb.
 - Becky Wynn stated she was very excited to see how he will lead the team and the team is behind him.

- Debra Opdahl reiterated that when we conducted the search for an Asst. Chief the goal was this person would take over as Fire Chief in a year or two. This week, Debra spoke with Bruce Ure about conducting a Fire Chief search process and he stated "that he would love for us to use his company again, but that we didn't need to repost this position." He said "I have seldom seen a candidate as qualified as Tony. I could place him in any job around the country and he would beat out most of the candidates I am seeing (and these are great candidates)." Even if a job search was conducted, Mr. Ure is confident we won't find a more qualified candidate. The Board discussed that Chief Haden has been operating as interim Chief since June 21, 2023. Debra Opdahl stated the department step-up pay policy and the Board should pay him the Fire Chief salary for this time.
 - Debra Opdahl asked for a motion to name Tony Haden as the District Fire Chief, effective July 19, 2023, and to pay him the Fire Chief's salary as of 6-21-2023. A motion was made by Bruce Mills and seconded by Becky Wynn. The motion passed unanimously.
 - Debra Opdahl asked for another motion for the Board to conduct a salary survey of Travis County ESD Chiefs. The motion was made by Becky Wynn and seconded by Bruce Mills. The motion passed unanimously.
 - Chief Haden was introduced to the room as the new TCESD8 Chief. The entire room stood, clapped, and congratulated Chief Haden.
 - Chief Haden thanked everyone and stated how proud he was to be the new Chief and he is super excited about the future.
8. Discuss and consider taking action on approval of hiring process for the position of Assistant Chief.
- The Board asked Chief Haden to bring 3 bids for the Asst. Chief hiring process. Debra asked for a motion to approve the hiring process for the position of Assistant Chief in an amount not to exceed \$20,000. Bruce Mills made the motion. Charles Valadez seconded the motion. The motion passed unanimously.
- Chief Haden stated that he is ready to get an Asst. Chief on board. He wants to develop this person to be a Fire Chief one day. Chief Haden also has a goal to begin developing existing staff to ensure they will be ready to step into these positions whether within our organization or in another district. The department does not want to be in a situation where we only hire from the outside.
9. Identify, prioritize and consider taking action on strategic management activities, including:
- a. Briarcliff ETJ Project - The meeting scheduled with the developer, Dr. Valadez, and the Mayor of Briarcliff must be rescheduled. Staff will work on finding a time.
 - b. Options for Station 805. None
 - c. Records Management Program. No action taken.
 - d. Legislative update. None
 - e. Debra Opdahl asked that a new bullet be added for new housing developments.
10. Receive monthly Fire Chief report and consider taking appropriate actions.
- Chief Haden gave his report with a power point presentation. Chief Haden would like feedback on items that the Board would like to see for the future.
- a) Emergency operations, response times, call volume
 - 90 Total Calls
 - Responses time 7.35 minutes
 - Medical Calls

- 44 medical calls
- 2 calls were in the Lakeway area

b) Training;

- Chief Haden noted that we are doing a great job in our emergency response and implementation with the surrounding areas. We will have a training presentation next month. The department has set up training for our Officers to give them the tools to handle management issues.
- Chief Haden reported that LT. Westerman attended hybrid-EV training. LT. Westerman reported that there was a lot of information on vehicle fires and how you can effectively put those fires out.
- LT. Westerman stated that the federal government is putting out guidelines on applications of water to these batteries. These guidelines will establish SOPs and tactics for all fire departments.
- Chief Haden stated that the Texas Fire Chiefs Association hosts many officer leadership development academy trainings. They recently released one for Battalion Chiefs. We will be sending our personnel to this.

Bruce Mills asked where these classes were. Chief Haden stated that the Battalion Chief academy will be in College Station. The Texas Fire Chiefs Academy like the one that he and Chief Kubin will be attending is hosted in Dallas and San Marcos. The Company Officer is held at different locations all over the state.

- Chief Haden stated that we hired 5 new full-time employees and 2 new part-timers. They started orientation on July 17th. Chief Haden also stated that he pitched the idea of doing some sort of group PT in the executive staff meeting and within a few hours Firefighter Cannaday had developed a plan. He was proud of Firefighter Cannaday's willingness to help and develop his skills as an emerging leader within our department.
- Chief Haden stated that his new office has had some changes to include a meeting space for small groups.
- Chief Haden stated that we are working on a department newsletter that will be issued once a month. This is a tool to show our professionalism and have great communication all over the department. Chief Kubin also wants to provide apparatus updates in this.
- Chief Haden stated that we are working on our budget preparations.

c) Apparatus needs-

- Chief Haden reported that we officially sold Engine 804 and the Woodcrest Fire Department flew in last Saturday and drove the Engine away.
- Engine 803 is coming along.
- Chief Haden reported that we will be making requests for scope changes to funds allocated for Command 801 and Boat 801. Command 801 was slated to be used as a brush truck. This is not the best use for this vehicle. It needs to be a support vehicle that can move equipment, transport dirty fire gear back from a fire, and help transport items to and from events. We will be taking those budget approved funds and purchasing a more appropriate Command Vehicle that is easier to transport Board members or other personnel to and from events. Boat 801 was originally scheduled for new motors. Those motors have lots of life left in them and the department feels that adding A/C and a more sophisticated sonar system would be a more appropriate use of funds. No action taken, but these requests will be on a future agenda for Board approval.
- Chief Kubin reported that because of supply chain issues Engine 803 delivery has been moved to November. The only thing that might slow down this process is that Sutphen is moving their production warehouse.

- Chief Kubin also reported that the Lake Travis Fleet Repair agreement we entered into was a success. Last Saturday Engine 802 suffered catastrophic brake failure. Lake Travis was called, had the parts in stock and came that evening to fix them. Normally this repair would have taken days.

11. 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.

No update.

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

Tabled.

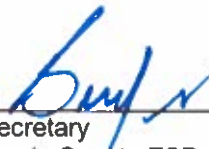
Chief Haden turned the meeting to the department for a presentation on the Station 803 remodel that will be given by Lt. Mikeska, LT. Westerman, and Firefighter Campuzano at the Texas Fire Department Facilities Design Conference in Austin Aug 8-10th.

The Board thanked the staff for their hard work and dedication on the remodel of Station 803. They came in under budget. Everyone's dedication and hard work (often on days off) to this project was spectacular. The finished project is amazing and something that everyone should be very proud of. The community will be grateful, and we cannot wait to show it off. The Board thanked the staff for their dedication.

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

Next meeting will be held on Thursday, August 17, 2023, at 7:00 pm at 801 Bee Creek Road, Briarcliff Texas 78669.

14. Adjourned at 8:43pm



Secretary
Travis County ESD #8