

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16

Minutes

October 18, 2023

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held on **Wednesday, October 18, 2023, at 6:30 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 6:30 p.m.

Board Present in Person:

Charles Valadez – President, Debra Opdahl – Asst. Secretary/Treasurer, Bruce Mills- Secretary

Board Present by virtual means:

Matt Coffel – Treasurer (Teams)

Board Absent

Becky Wynn – Vice President

Also present in person:

Tony Haden, Lynnette Courtney, Wade Schmitzinsky, Matthew Montgomery, Clayton Blount

Present by virtual means

Carlton Melton (Teams), Chase Westerman (Teams)

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 8/14/2023 and 9/1/2023 Board Meetings.

Charles Valadez asked if there were any changes to the meeting minutes from the 8/14/2023 or 9/1/2023 Board meetings. There were none. Debra Opdahl made a motion to approve the minutes, and Charles Valadez seconded the motion. The motion passed unanimously.

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

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

Lynnette Courtney reviewed the monthly expenses and financial report.

No questions were asked. Bruce Mills made a motion to approve the monthly bills,

invoices, checks including processing of payroll and the financial report for September 2023. Debra Opdahl seconded the motion. The motion passed unanimously.

- c. Review and approve quarterly investment report.
Lynnette Courtney reviewed the quarterly investment report.

Debra Opdahl made a motion to approve the quarterly investment report. Bruce Mills second the motion, and the motion passed unanimously.

The investment report was then signed.

6. Receive monthly Fire Chief report and consider taking appropriate action.

Chief Haden turned the presentation over to EMS Coordinator Clayton Blount

Clayton Blount reviewed:

- a. Emergency operations, response times, call volume
- b. Medical Calls
 - August- 29 medical calls
 - Sept- 32 medical calls
- c. Training
 - Training and skills are being planned for all crew members.
 - Field Officer training is in progress.
 - New equipment for higher level skills has been obtained.
 - Outside training for our community:
 - CPR FREE
 - Car seat safety technician
 - Stop the Bleed
 - Credentials
 - Jude Henry is credentialed as an AEMT.
 - Paige Bushnell is working towards obtaining the AEMT credential.
 - Daniel Brewer is already an AEMT and working towards being credentialed as a Paramedic.

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

The next meeting will be held November 14, 2023, at 801 Bee Creek Road Briarcliff, Texas 78669 at 6:30pm.

8. Adjourn at 7:07 p.m.


Secretary
Travis County ESD #16