

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

Minutes

November 14, 2023

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Tuesday, November 14, 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 at 7:04pm

Board Present in Person:

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

Board Absent

Matt Coffel – Treasurer -Bruce Mills – Secretary-

Also present in person:

Tony Haden, Lynnette Courtney, Tye Prange, Matthew Montgomery, Clayton Blount, Chad Kubin, Joel Hawkes, Jaden Cannaday

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 10/18/2023 Board meeting.

Debra Opdahl asked for any changes to the minutes from the 10/18/2023 Board meeting. If there were none, then a motion to approve was needed.

Charles Valadez moved to approve minutes from the 10/18/2023 Board meeting. Becky Wynn 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
- Austin Fire Department
- Benchmark
- BCBS
- Boss Tint
- Buck's Construction

- DS&K Site Services
- Hartford
- Humana
- Gall's
- KS State Bank
- Lake Travis Fire Rescue
- Lifecore Fitness
- Lighthouse Tech
- McNeil's and Company
- MES
- PEC
- Southern Tire Mart
- Titan Fitness
- TCDRS
- Ure Consulting
- Zoll

b. Approval of financial report.

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

c. Review and approve quarterly investment report.

- None

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 October 31, 2023, approval of the financial report ending October 31, 2023. The motion was made by Charles Valadez and seconded by Becky Wynn. The motion passed unanimously.

d. Discuss and consider taking related action on refinancing station 801.

Lynnette Courtney reviewed:

- Preliminary discussion of financing the remodel of station 801. We have ordered the appraisal for the existing building, and we have finished schematic design with FGMA. Terms for financing are being researched.

6. Discuss and consider taking related action on Medack and Oltmann engagement letter for FY 2023 audit services.

Debra Opdahl stated that the agreement has not changed from previous years. The Board had no other questions. Debra Opdahl made the motion to direct Chief Tony Haden or Director Lynnette Courtney to proceed with actions necessary to engage Medack and Oltmann for the 2023 audit. Becky Wynn seconded the motion. The motion passed unanimously.

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

- Briarcliff ETJ Project.
 - Charles Valadez continues to work on items with Mayor Hostetler of Briarcliff on this project. Chief Haden and other members of the community have volunteered their time.
- District Development Report.

- A meeting is scheduled for November 15th with the Village of Briarcliff BPOA to discuss the land where the training facility sits. Chief Haden thanked Charles Valadez for his hard work on this project.
- Options for Station 805.
 - Tabled.
- Records Management Program.
 - Tabled.
- Legislative update.
 - Chief Haden is monitoring the special sessions but the ESD's don't see anything sufficient to be concerned about. Chief Haden will be meeting with all the Fire Chiefs in the County to establish a foundational relationship with our elected officials outside the legislative session to prepare us for the next legislative session.

The Board thanked Chief Haden for all his efforts to build relationships with our partners.

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

Chief Haden gave a PowerPoint presentation which included:

a. Emergency operations, response times, call volume

October

- 79 Total Calls- 2 fires
- Responses time 7.04 minutes

b. Training.

Chief Haden introduced Battalion Chief Montgomery to present an update on training. Battalion Chief Montgomery turned the presentation over to Firefighters Hawkes and Cannaday to present RIT training.

- NO QUIT RIT (Rapid Intervention Team)
- MV Fire Rescue
 - Auto Extrication
 - Engine Ops
 - Forcible Entry
 - Ladder Ops
- Mayday Statistics

The Board of Commissioners thanked the department and Firefighters Hawkes and Cannaday for their presentation and enthusiasm to become better.

Chief Haden requested that the Board continues to support the training of our members for the betterment of themselves and our community.

b. Management activities, personnel, budget FY 2023/2024, and community impact; and Chief Haden presented:

- Chief Prange was officially hired. He will start on November 27, 2023.
 - This hiring process was great, and it was a pleasure to work with Bruce Ure again.
 - Chief Prange stated that he was extremely excited and couldn't wait to help develop our people to be great leaders and continue to build relationships to make Pedernales great.

- Chief Prange will be presenting a leadership presentation at the next officers meeting.
- Chief Haden completed his head of department class with TCFP.
- ESDs met with the City of Austin to find short and long-term dispatching to make it both cost-effective and efficient for all parties involved.
- Chief Haden and Lynnette Courtney met with the City of Marble Falls on the 2024 eclipse planning.
- Chief Haden is collaborating with Spicewood Fire Rescue to build relationships with them as well as conducting trainings to enhance those relationships.
- The Department completed the second round of training with Geoff Tumlin. Chief Haden thanked the board for their dedication to that training.

c. Apparatus needs.

- Engine 803 final was last week. The Engine is expected to be in Texas by the end of the week. Compartments are about 4 weeks from being complete.

The Board thanked Chief Kubin and all those involved in the acquisition of this Engine for their hard work and dedication.

9. 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.

None.

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

None.

11. Discuss and consider Commissioners' terms of office expiring at year end.

Debra Opdahl noted that Becky Wynn's term of office expires at the end of the year. Becky Wynn will renew her term and asked that Chief Haden and Lynnette Courtney take the necessary steps for this process.

12. Discuss required training hours for Commissioners.

Debra Opdahl reviewed all continuing education hours for the Commissioners.


13. Consider attendance at Texas State Association of Fire and Emergency Services District (SAFE-D) Annual Conference in 1st Quarter of next year.

All present Board Members will be attending SAFE-D in February.

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

- Regular Board meeting will be held on December 5, at 6:30pm at 801 Bee Creek Road, Briarcliff Texas 78669.

15. Adjourn at 8:20pm.


Secretary
Travis County ESD #8