

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16

Minutes

February 20, 2024

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held on **Tuesday, February 20, 2024, 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 6:33 p.m. The pledge of allegiance was said.

Board Present in Person:

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

Board Absent

Bruce Mills- Secretary- Matt Coffel – Treasurer

Also present in person:

FC Tony Haden, DoA Lynnette Courtney, BC Matthew Montgomery, EMSC Clayton Blount, Paige Bushnell, Lane Hart, Cody Fojtik, Mike Barker, BC Wade Schmitzinsky, Colin Gray

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.

Administration

Discussion/Action Items

4. Approval of minutes from the 1/23/2024 Board Meeting.

Commissioner Charles Valadez asked if there were any changes to the meeting minutes from the 1/23/2024 Board meeting. There were none. Debra Opdahl made a motion to approve the minutes. Becky Wynn seconded the motion. The motion passed unanimously.

The minutes were then signed.

5. Receive report from Director of Administration and consider taking related action, including:
- Approval of monthly bills, invoices, and checks, including processing of payroll.
 - Approval of financial report.

DoA Courtney reviewed the monthly expenses and financial report.

No questions were asked. Debra Opdahl made a motion to approve the monthly bills, invoices, checks including processing of payroll and the financial report for January 2024. Becky Wynn seconded the motion. The motion passed unanimously.

- Review and approve quarterly investment report.

None.

6. Discuss and take related action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement.

DOA Lynnette Courtney reviewed report requirements.

Commissioner Debra Opdahl moved to direct staff to work with our attorneys to submit the report to the Texas Comptroller. Commissioner Charles Valadez seconded the motion. The motion passed unanimously.

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

Chief Haden turned the presentation over to EMS Coordinator Clayton Blount.

EMSC Blount reviewed:

- Emergency operations, response times, call volume.
 - January
 - 56 Medical calls
 - 1 traumatic fall which was an open ulna fracture
 - 2 cardiac arrest
 - 2 strokes. One was transported via Starflight
 - 2 vehicle rescues. One was transported via Starflight
 - Training
 - Continuing to build level specific CEs for each medical member of the organization
 - Implementing credentialing task books into a new software for new hires
 - This is being regionally implemented with our medical director and DCPE
 - Firefighter Bushnell presented:
 - FF Bushnell reported that she passed the National Registry of Emergency Medical Technicians certification on September 20, 2023
 - Advanced Life Support program was attended in October 2023 and was she was cleared in December 2023 to practice as an intermediate EMT
 - This was achieved through clinical scenarios, skills, COGS, medication instructions

- In January, she utilized her paramedic skills on a vehicle rescue in our district.
- Received hands-on training with Starflight and their medics.

The Board thanked Firefighter Paige Bushnell for her continued learning and commitment to the department's medical mission. The Board also thanked EMS Coordinator Clayton Blount for his strides in our medical mission and for being in the forefront of cutting-edge technology with our partners.

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

- The next meeting will be held March 26, 2024, at 801 Bee Creek Road Briarcliff, Texas 78669 at 6:30pm.

9. Adjourn at 6:59 p.m.



Secretary
Travis County ESD #16