

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

Minutes

April 23, 2024

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 8 was held on **Tuesday, April 23, 2024 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 7:44 p.m.

Board Present in Person:

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

Also present in person:

FC Tony Haden, Asst. Chief Tye Prange, DoA Lynnette Courtney, BC Bruce Perkins, Chris Wood, Bruce Goodhartz, Allen Fulbright, Joel Hawkes, Michael Barker, Kim Ehrlich, Jaden Cannaday, CJ Melton, James Medack

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

4. Approve and accept statements and oaths of office for appointment of Commissioner;
 - Bruce Goodhartz read his Statement of office for appointment as commissioner on the ESD 8 Board.

The statement was signed and notarized.

- Bruce Goodhartz took his oath of office for appointment as commissioner on the ESD 8 Board.

The oath was signed and notarized.

5. Action regarding election of officers for Board of Commissioners;

Debra Opdahl opened the floor for nominations for ESD8 Board Members.

- Charles Valadez moved to nominate:
 - Becky Wynn for ESD 8 Treasurer
 - Bruce Mills for Vice President
 - Bruce Goodhartz for Secretary with the two remaining offices being unchanged.

Becky Wynn seconded the motion. The motion passed unanimously.

Discussion/Action Items

6. Receive presentation from Medack & Oltmann, LLP concerning FY 2023 audit and consider approval of audit and filing a copy of the same with Travis County;

- Review Audit handout.

James Medack reviewed Audit for ESD 8 which included:

- Independent Auditor's Report
- Management's Discussion and Analysis
- Basic Financial Statements
 - Governmental Funds Balance Sheet and Statement of Net Position
 - Governmental Fund Revenues, Expenditures, Fund Balances and Statement Activities
 - Notes on Basic Financial Statement
- Statement of Revenues, Expenditures, Changes in Fund Balance, Budget vs Actual for General Fund
- Findings Report
 - Separation of duties
 - Accounting
 - Unmodified opinion- highest opinion that can be given

ESD 8 Board of Commissioners discussed Audit

- Debra Opdahl called for a motion to approve the FY 2023 Audit and to instruct staff to file a copy of same with Travis County. Becky Wynn made motion; Charles Valadez seconded. The motion passed unanimously.
- James Medack expressed his appreciation to the Board of Commissioners for being open to their assessments of the organization which adds an advantageous atmosphere in which to work.
- The Board thanked James Medack and his team and expressed their dedication to being good stewards of taxpayer money. The Board also expressed their commitment to implementing changes to implementing policies and the segregation of duties.

7. Approval of Minutes from the 3/26/2024 Board meeting.

Debra Opdahl asked for any changes to the minutes of the 03/26/2024 Board meeting. If there were none, then a motion to approve was needed.

Becky Wynn moved to approve minutes from the 03/26/2024 Board meeting. Bruce Goodhartz seconded the motion. The motion passed unanimously.

8. Discuss and consider taking action regarding Dispatch Interlocal Agreement.

Chief Prange presented information about the Interlocal Agreement with the City of Austin for fire dispatch services. We are currently charged on a per call basis for all non-EMS related incidents. The new ILA will be changed to share the cost of fire dispatching as a shared percentage with the Austin Fire Department and all Travis County ESDs. Our portion is .5% of fire dispatches direct overhead costs. There will be an increase in 2024 of about 30%, but we have budgeted for that projected increase already. In the next 2-3 years we can expect a 6% increase each year which amounts to approximately \$2,000-\$3,000 each year.

Charles Valadez made a motion to authorize President Debra Opdahl to execute the Dispatch Interlocal Agreement once finalized. Bruce Mills seconded the motion. The motion passed unanimously.

9. Receive report from the Director of Administration and consider taking related action, including:

DoA Courtney reviewed:

- Approval of monthly bills, invoices, and checks, including processing of payroll.
 - Amcheck
 - Aflac
 - AT&T
 - BCBS
 - Buck's Construction
 - Benchmark Insurance
 - Clarkson and Company
 - Dooley Tackaberry
 - EMTS Academy
 - Frontline
 - Hartford
 - Humana
 - Motorola
 - MES
 - McNeil and Company
 - Lone Star Fire Specialist
 - PEC
 - TCDRS
 - Southern Tire Mart
 - Travis Central Appraisal
 - Texas Fire Resources
- Approval of financial report.
 - Revenue
 - Property Tax
 - Sales Tax
 - Expenses
 - Cash Accounts
 - Capital Assets
- Review and approve quarterly investment reports.

DoA Courtney reviewed the quarterly investment reports for the second quarter for January 1, 2024, through March 31, 2024

- Texpool General Fund
 - Value of investment at the beginning and end of the quarter
 - Interest earned.
- Texpool Sales Tax Fund
 - Value of investment at the beginning and end of the quarter
 - Interest earned.

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 March 31, 2024, approval of the financial report ending March 31, 2024 and for the approval of the quarterly investment reports for the second quarter ending March 31, 2024. The motion was made by Bruce Mills and seconded by Charles Valadez. The motion passed unanimously.

Investment reports were then signed.

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

DoA Courtney stated that we do not have an update for the remodel project. We are

continuing to work with FGMArchitects.

No action taken.

- Discuss and consider General BOD resolution removing all previous Commissioners including Rusty Jedlicka and Kristy Quigley from all bank accounts. Discuss and consider General BOD resolution adding Board member Debra Opdahl and Executive Assistant Sheila Prince to all bank accounts.

Debra Opdahl reviewed the resolution.

Charles Valadez moved to approve the Board resolution removing all former board members from all district accounts and to add Becky Wynn, Debra Opdahl and Sheila Prince. Bruce Mills seconded motion. The motion passed unanimously.

The resolution was then signed and notarized.

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

- Department relations with district entities:
 - Chief Haden reported:
 - Travis Club-
 - Golf Course has been permitted
 - Chief Haden, Chief Prange, Chief Montgomery and DoA Courtney attended the groundbreaking today.
 - Phase 1 will begin May 2024
 - Fully occupied 2025-2026
 - Thomas Ranch
 - Golf Course is being permitted
 - Burnet County side set to go vertical first (2025)
 - Travis County side will include School, Single and Multi- Family houses, Restaurants, Sports complex, commercial retail.
 - Camp Chautauqua
 - Not much to report.
 - Submitted permits
 - Permits were sent back for further details nothing has been touched since December 2022
 - Total Solar Eclipse
 - Chief Prange was in the Tri-City EOC
 - CRC
 - Chief Prange and Chief Haden met with Gus Reyna. Coordinates all the resources for Travis County
 - Auto-Aid- Adding new policies and working with our partners on the Dispatch ILA.
 - Chief Haden and President Opdahl will be attending the State of the County 4/24/2024.

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

Chief Prange gave a PowerPoint presentation which included:

- a. Emergency operations, response times, call volume.

March

- 62 Total Calls
 - 37 Medical Calls

- Call volume is down 14% from last year in March

Significant events-

- 3/2/2024 - Vehicle extrication
 - 1 car collision with an entrapment
- 3/8/2024
 - Head on Collision, STAR Flight was utilized
- 03/08/2024
 - Mutual Aid Fire in Spicewood. Large defensive fire.
 - Working with City of Marble Falls Dispatch to speed up mutual aid requests

b. Training.

Chief Prange presented:

- 167 hours of training
- TFCA Officer Symposium
 - LT. Barker and Brown attended
 - LT Barker presented:
 - 3-day training including topics such as ethics, leadership, the 6 generations in the fire service currently.
 - Mostly hands on activities and group work
- Vehicle Rescuer
 - Engineer Melton and Firefighter Brunnemann
 - Engineer Melton presented:
 - Skills to teach our own personnel this class
 - Very diverse training in a remote part of Texas.
- TPWD
 - Hosted a boaters safety training
- Command of Mayday alarms continue both teaching and attending
- 10 Minute CPR class will be given at the Crawfish Boil next week.

Lt. Barker and Engineer Melton thanked the Board for everything they have given our personnel including the tools and training experiences. These help them as firefighters and our community to have the knowledge and skills to perform in a moment's notice.

The Board also thanked each member for their dedication to improving themselves and finding ways to utilize what we have on hand in new and inventive ways.

c. Management activities, personnel, amendments to budget FY 2023/2024, and community impact

- Chief Prange presented:
 - Chief Haden's article 'Un-Re-New" your fire department culture was published in Fire Rescue 1 for the month of April
 - Chief Haden was accepted into National Fire Academy Executive Fire Officer Program

The Board expressed how grateful they are for his dedication and leadership. They expressed their pride in having him as Fire Chief.

d. Apparatus needs

- none

12. 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.

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

None.

14. Discuss and consider taking action on the annual review of investment policy and investment strategies and adopt resolution.

DoA Courtney reviewed investment policy

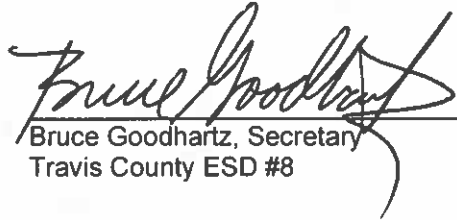
- Industry standards
- Rules and regulations
- Investment policy approval date

Board of Commissioners discussed policy.

Charles Valadez made a motion to approve the resolution reviewing the Investment policy, strategies and to adopt and to sign the resolution. Becky Wynn seconded the motion. The motion passed unanimously.

The resolution was then signed and notarized.

15. Discuss agenda, time, and date for next meeting; and
 - Regular Board meeting will be held on Tuesday, May 21st, 2024, at 7:00pm at 801 Bee Creek Road, Briarcliff Texas 78669.
16. Meeting adjourned at 8:40pm.


Bruce Goodhart, Secretary
Travis County ESD #8