

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16

May 28, 2025

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held on **Wednesday, May 28, 2025, at 5:00 p.m.**, at Station 801, located at 801 Bee Creek Road, Spicewood, Texas 78669, for the following purposes:

1. Call meeting to order. The meeting was called to order at 5:00 p.m. The pledge of allegiance was said.

### **Board Present in Person:**

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

### **Board Present Absent:**

Becky Wynn – Treasurer

### **Also present in person:**

Chief Tony Haden, Director of Administration (DoA) Lynnette Courtney, Bruce Goodhartz, Ashton McGonagle

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 the 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. Receive presentation from Medack & Oltmann, LLP concerning FY 2024 audit and consider approval of audit and filing a copy of the same with Travis County.
  - Review Audit handout.

### **Ashton McGonagle reviewed Audit for ESD 16 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

Commissioners discussed the audit and no questions were asked. The Board thanked Ashton McGongle for their efforts.

Debra Opdahl made a motion to approve the FY 2024 Audit and to instruct staff to file a copy of the same with Travis County. The motion was second by Charles Valadez. The motion passed unanimously.

5. Approval of the minutes from the 4/30/2025 Board Meeting.

Charles Valadez asked if there were any changes to the meeting minutes from the 4/30/2025 Board meeting. There were none. Debra Opdahl made a motion to approve the 4/30/2025 Board meeting minutes. Chris Wood seconded the motion. The motion passed unanimously.

The minutes were then signed.

6. Receive report from DoA Courtney and consider taking related action, including:

DoA Courtney gave the report and reviewed:

- Approval of monthly bills, invoices, and checks, including processing of payroll.
  - The Carlton Law Firm, P.L.L.C.
- Approval of financial report.
- Review and approve quarterly investment report.
  - None.

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 April 2025. Debra Opdahl seconded the motion. The motion passed unanimously.

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

Chief Haden presented:

- Emergency operations, response times, call volume
- Medical Calls
  - 38 Calls
- Training
  - Respiratory/ Trauma
    - Endotracheal intubation trauma
    - S.A.L.A.D- suction assisted laryngoscopy airway decompression
  - Firefighters Fojtik and Cannaday are now credentialed Advanced EMTs
- Strategic Planning update.
  - No update

Chris Wood asked if there was a plan for our next advanced and/or paramedics. Chief Haden responded that EMS Coordinator Blount has a plan for that, and we are working on next steps.

8. Receive the monthly President's report and consider taking related action.

Chief Haden stated this is a new agenda item and will allow for the President to update the Board on matters happening in the district or with other issues not covered in an agenda item.

Charles Valadez thanked Chief Haden for adding this item and had no updates at this time.

9. Review Resolution Regarding Public Participation at Open Meetings and make changes as appropriate.

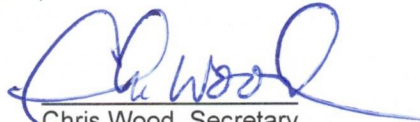
DoA Courtney discussed the resolution with The Board of Commissioners; no changes were made.

Bruce Mills made a motion to sign the Resolution Regarding Public Participation at Open Meetings with no changes. Debra Opdahl second the motion. The motion passed unanimously. The resolution was then signed and notarized.

10. Discuss the agenda, time, and date for next meeting.

- The next meeting will be held on Wednesday June 18, 2025, at 5:00 p.m. at 801 Bee Creek Road Briarcliff, Texas 78669.

11. Adjourn. The meeting adjourned at 5:21 p.m.



Chris Wood, Secretary  
Travis County ESD #16