

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16

Minutes

June 18, 2025

A meeting of the Board of Commissioners of Travis County Emergency Services District No. 16 was held on **Wednesday, June 18, 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, Becky Wynn – Treasurer

Also present in person:

Chief Tony Haden, Director of Administration Lynnette Courtney, Assistant Chief Tye Prange, Battalion Chief Matthew Montgomery, Bruce Goodhartz, Sharon Smith, Brian Storer, Craig Koenig, 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 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. Approval of the minutes from the 5/28/2025 Board Meeting.

President Valadez asked if there were any changes to the meeting minutes from the 5/28/2025 Board meeting. There were none. Commissioner Mills motioned to approve the 5/28/2025 Board meeting minutes. Commissioner Wood 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:

Director Courtney gave the report and reviewed:

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

No questions were asked. Commissioner Mills made a motion to approve the monthly bills, invoices, checks including processing of payroll and the financial report for May 2025. President Valadez seconded the motion. The motion passed unanimously.

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

Assistant Chief Prange presented:

- a. Emergency operations, response times, call volume
- b. Medical Calls
 - 41 Calls
- c. Training
 - C Shift: Yearly Medical Skills Training
 - BLS Airway Adjuncts, BVM, AED, iGel (BIAD), Suctioning, Pit Crew CPR, Medication Administration, IV/IO.
 - 11 individuals at the firefighter station are interested in advancing their credential level.
 - The Department is currently exploring course options for AEMT and Paramedic candidates.
- d. Strategic Planning update.
 - Will update in ESD 8.

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

President Valadez reminded the Board to write down any questions concerning the merger and submit them to administrative staff.

President Valadez added that, as the Board continues to consider the merger, its priority is the crew and their future security.

8. Discuss and consider adoption of the tax and budget planning calendar for 2025, authorize payment of tax process publications, and take any related action.

Director Courtney reviewed and discussed the tax and budget planning calendar. No action was taken.

9. Schedule budget meetings/workshops.

The Board discussed the budget workshop.

The Budget Workshop will be held on July 30, 2025, at 9:00 a.m. at 801 Bee Creek Road, Briarcliff Texas.

10. Discuss and consider District website status, accessibility, and posting requirements and take and related action.

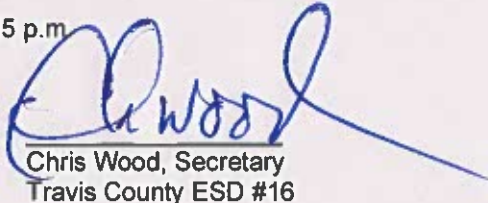
Director Courtney reviewed the rules and regulations for posting requirements to the District's website.

Commissioner Mills motioned to direct staff to make necessary postings for budget, tax rate notices, and other legal requirements to the District's website ensuring that all postings comply with the legal requirements. Commissioner Opdahl seconded the motion. The motion passed unanimously.

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

- a. The next regular meeting will be held on Wednesday, July 23, 2025, at 5:00 p.m. at 801 Bee Creek Road Briarcliff, Texas 78669.
- b. A Budget Workshop will be held on Wednesday, July 30, 2025 at 9:00 a.m. at 801 Bee Creek Road Briarcliff, Texas 78669.

12. Adjourn. The meeting adjourned at 5:15 p.m.



Chris Wood, Secretary
Travis County ESD #16