

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, March 28, 2017, 6:30 p.m.
911 Westlake Drive
West Lake Hills, Texas

1. Call to Order – 6:38 p.m.

2. Roll Call and Certification of Quorum.

Present:	Virgil Flathouse (VF)	Officers Present:	Mike Elliott (ME)	Others Present:	Chris Gill
	Steve Scheffe (SS)		David Wilson (DW)		David Gilliland (DG)
	Steve Wilson (SW)		Jack Frost (JF)		Seth Bonnecarrere (SB)
					Jeanine Southall (JS)
					Juan Ponce DeLeon (JP)
					Lisa Litman (LL)

3. Review and Approve Minutes for the February 15, 2017 Regular Meeting – A motion was made to approve the minutes from the previous meeting (SS, 2nd – SW, V – Unanimous).

4. Citizens' Communication – The Board of Commissioners welcomes public comments at this point on any issue. The Board will not respond to questions or comments from the public at this time. The Board cannot discuss or take action on matters not listed on the agenda. Speakers must sign up with the Fire Chief or his designee before speaking. Speakers shall limit their comments to two (2) minutes each. There were no citizens present who wished to speak to the Board.

5. Report from the Firefighters' Union – Chris Gill reported that the Union was working on participating in the Make-A-Wish Foundation this year if they can raise \$7,500 for a donation. A regional union representative discussed collective bargaining at their meeting on Monday. They have also been working with ME on pay scale data and helping the elderly owner of Westlake Beach clean up the beachfront property in preparation for the annual union picnic. An announcement of the dates and times will be provided for the Board should they wish to attend.

6. The Board will consider and possibly take action on the following Items:

- a. Review of the 2017-2022 Strategic Plan - Chief Elliott reviewed the 2017-22 Strategic Plan with the Board. SS suggested that a committee be formed that would include Staff and two Board Members to adjust the plan as needed on an annual basis. An annual review with the entire Board was recommended. No action was taken.
- b. Retained Earnings Issue – Chief Elliott presented to the Board options to eradicate the negative retained earnings on the Balance Sheet. The Board decided to take no action on adjusting the retained earnings.
- c. Sales Tax Update – Chief Elliott reported on the following Sales Tax items with the Board:
 - i. Election Reminder Mailer – VF had some suggested changes to the mailer. ME will forward those and any others to Cliff Avery at GCP. The mailer will go out on April 17th.
 - ii. Notice of Election Ad – ME discussed the required ad for voting in the May 6th election. No action was taken.
- d. Invoices Over \$2,000 – Chief Elliott presented invoices over \$2,000 with the Board. A motion was made to approve the expenditures (M – SW, 2nd – SS, V – Unanimous).

7. Fire Chief's Report – ME reviewed the Fire Chief's report with the Board.

- a. Hiring Process and Promotion Update – ME reported on the latest plans for a hiring process and promotional process.
- b. Firefighter Pay Data – ME said he and the Command Staff had been working on data relating to firefighter pay. ME will report on the findings in April and wishes to meet privately with each Board Member to explain the details prior to the April Meeting.
- c. Fire Engine Replacement – The Apparatus Committee has been developing a list of components for the Eng. 901 replacement. ME and some of the staff have met with two manufacturers so that a decision can be made for a final specification and a contract be presented to the Board for approval. ME said several others had been contacted.

- d. Review Financial Report – ME reviewed the Financial Reports with the Board.
 - e. ESD CC Update – VF and ME attended the last ESD CC Meeting. There was discussion on legislative bills that might affect ESDs but no other important information was discussed.
8. Executive Session to discuss matters included on this agenda as authorized by Texas Government Code (see below). There was no Executive Session.
 9. Discuss and Consider action on matters discussed in Executive Session – N/A.
 10. Set Date and Time of the Next Regular Meeting - Tuesday April 25, 2017, 6:30 p.m. at 911 Westlake Dr, West Lake Hills, Texas 78746.
 11. Adjournment – 8:07 p.m.

Note: The Board of Commissioners reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code, Section ¶551.071 (Consultation with Attorney), ¶551.072 (Deliberations About Real Property), ¶551.073 (Deliberations about Gifts and Donations), ¶551.074 (Personnel Matters), and ¶551.076 (Deliberation about Security Devices).

Travis County Emergency Services District No. 9 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the District at 512-539-3400 for information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may call the statewide Relay Texas Program, 1-800-735-2988.

Kirt H. Kiester

Secretary