

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9**  
**Minutes for a Regular Meeting of the Board of Commissioners**  
**Tuesday, May 23, 2017, 6:30 p.m.**  
**911 Westlake Drive**  
**West Lake Hills, Texas**

1. Call to Order – 6:30 p.m.

2. Roll Call and Certification of Quorum.

Present:	Virgil Flathouse (VF)	Officers Present:	Mike Elliott (ME)	Others Present:	Lisa Litman (LL)
	Steve Scheffe (SS)		David Wilson (DW)		Jason Kepler (JK)
	Steve Wilson (SW)		Jack Frost (JF)		Ricardo Leon (RL)
	Kirt H. Kiester (KK)		Walter Groman (WG)		Chris Gill (CG)
			Chris Askew (CA)		Jason Johnson (JJ)
					Trent McClain (TM)
					Trevor Davila (TD)
					Curtis Vacek (CV)
					Seth Bonnacarrere (SB)

3. Review and Approve Minutes for the April 25, 2017 Regular Meeting – A motion was made to approve the minutes from the previous meeting (M - SS, 2<sup>nd</sup> – KK, 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 – Seth Bonnacarrere announced the Union supported the proposed pay adjustments and the annual picnic was scheduled for June 10<sup>th</sup>. Invitations will be sent to the Board and employees.
6. The Board will consider and possibly take action on the following Items:
- a. Proposal on Firefighter Pay Adjustments – Chief Elliott reviewed a proposal to make changes to the Incentive, Longevity Programs and Base Pay Rates. The Board asked ME to provide a draft budget for each of the proposed percentage changes. No action was taken.
  - b. Canvassing of the Sales Tax Election Results – Chief Elliott reported that the canvassing results were submitted to the State Comptroller.
  - c. Proposed Change in Retirement Plan Third Party Administrators – Chief Elliott reviewed a proposed change in the Retirement Plan Third Party Administrator as requested by our current Retirement Plan Advisor and July Services. ME was asked to send the complete documents to the Board for review. No action was taken.
  - d. Review Investment Plan – Chief Elliott reviewed the current Investment Plan with the Board. Other than making a typo change, no other changes were proposed. A motion was made to approve the Investment Plan with the one change (M – SW, 2<sup>nd</sup> – SS, V – Unanimous).
  - e. Invoices Over \$2,000 – Chief Elliott presented invoices over \$2,000 with the Board. Chase credit card and July services invoices were added to the list. A motion was made to approve the expenditures (M – SW, 2<sup>nd</sup> – KK, V – Unanimous).
7. Fire Chief's Report – ME reviewed the April Fire Chief's Report with the Board.
- a. Firefighter Promotions Update – ME informed the Board that final promotion interviews were in progress.
  - b. Fire Engine Replacement – ME reported the Apparatus Committee was waiting for a final drawing from one manufacturer before making a decision on a fire engine replacement for Eng. 901.
  - c. Review Financial Report – ME reviewed the Financial reports with the Board. The percentage of change was not on the Budget vs. Actual Report. ME said he would send it out to the Board.

- d. ESD CC Update – VF reported that he had attended the last ESDCC Meeting. There was discussion on the medical direction, the EMS contract between the City of Austin and Travis County and a desire of TC Emergency Services Director Josh Davies to meet with all ESD Fire Chiefs in the near future.
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 June 27, 2017, 6:30 p.m. at 911 Westlake Dr, West Lake Hills, Texas 78746.
11. Adjournment – 8:05 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