

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, June 27, 2017, 6:30 p.m.
911 Westlake Drive
West Lake Hills, Texas

1. Call to Order – 6:31 p.m.
2. Roll Call and Certification of Quorum.

Present: Virgil Flatthouse (VF)
Steve Wilson (SW)
Kirt Kiester (KK)

Officers Present:
Mike Elliott (ME)
David Wilson (DW)
Heath Nobles (HN)
Jason Kepler (JP)
Jack Frost (JF)
Chris Askew (CA)

Others Present:
Lisa Litman (LL)
Seth Bonnacarrere (SB)
Chris Gill (CG)
Ricardo Leon (RL)
Jason Johnson (JJ)
Curtis Vacek (CV)
Samuel Revers (SR)
Trent McClain (TM)

3. Review and Approve Minutes for the May 11, 2017 and the May 23, 2017 Regular Meetings – A motion was made to approve the minutes from the previous meetings with one change to the May 11, 2017 minutes (M – KK, 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 Association had made a donation of \$8,826 to the Make A Wish Foundation. Also the members were all very interested in the Board's decision on salary adjustments.
6. Announcement of Westlake Fire Department Promotions – Chief Elliott announced that David Wilson was promoted to Assistant Chief, Heath Nobles was promoted to District Chief, Jason Kepler was promoted to Lieutenant and Curtis Vacek was promoted to Engineer.
7. The Board will consider and possibly take action on the following Items:
 - a. Proposal on Firefighter Pay Adjustments – Chief Elliott reviewed four options for salary adjustments for 2017/18. VF reviewed the data that was presented over the last several months including the response types, training and WFD culture.

KK said he had the desire to give more funding for salaries but was concerned about future sales tax revenue, the cost of fire apparatus and exceeding the @80% of payroll percentage of the Operations and Maintenance Budget.

SW said it was a hard choice to make trying to be responsible for taxpayer dollars and discussed separating the longevity from the base pay costs.

After much discussion a motion was made to increase employee base pay by 3.5% and structure longevity at 2% for the first year, 1.8% for the second year and 1.5% for each year thereafter (M – KK, 2nd – SW, V – VF-No, motion passed 2 to 1).

- b. Proposed Change in Retirement Plan Third Party Administrators – Chief Elliott presented retirement plan third party administrator contracts and asked for approval. A motion was made to authorized VF and ME to sign the agreements (M – SW, 2nd – KK, V – Unanimous).

- c. Proposed Logix Phone / Internet Service Contract – Chief Elliott reviewed a history of many issues dealing with Time Warner / Spectrum over the last two years and proposed a contract with Logix Communications that included phone service and updated engineering / internet for both fire stations and headquarters. A motion was made to authorized ME to sign the agreement on behalf of the Department (M – KK, 2nd – SW, V – Unanimous).
 - d. Set Budget Session Meeting Dates and Times – Chief Elliott provided a draft calendar of meeting dates for tax revenue requirements. More information will be available over the next month. No action was taken.
 - e. Invoices Over \$2,000 – Chief Elliott presented invoices over \$2,000 for approval. A motion was made to approve the expenditures (M - SW, 2nd - KK, V – Unanimous).
8. Fire Chief's Report – ME reviewed the monthly Fire Chief Report.
 - a. Fire Engine Replacement – ME reported the Apparatus Committee was still undecided about Eng. 901 replacement. The Committee wants to make sure all aspects are looked at before bringing a proposal to the Board.
 - b. Sales Tax Update – ME reviewed some information on sales tax with the Board.
 - c. ESD CC Update – ME / VF attended the last meeting. There was discussion on medical direction and ESD CC proposed core principals. The next meeting was planned for Aug. 19th.
 - d. Review Financial Report – ME reviewed the financial reports with the Board.
 9. Executive Session to discuss matters included on this agenda as authorized by Texas Government Code (see below).
 10. Discuss and Consider action on matters discussed in Executive Session.
 11. Set Date and Time of the Next Regular Meeting - Tuesday July 25, 2017, 6:30 p.m. at 911 Westlake Dr, West Lake Hills, Texas 78746. KK cannot attend this meeting.
 12. Adjournment – 8:16 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).
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Kirt H. Kiester

Kirt H. Kiester, Secretary