

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, June 26, 2018, 6:30 p.m.
West Lake Hills Council Chambers
911 Westlake Dr.
West Lake Hills, Texas

1. Call to Order – 6:31 p.m.

2. Roll Call and Certification of Quorum.

Commissioners Present:

Virgil Flathouse (VF)
Steve Wilson (SW) – 7:15
Kirt Kiester (KK)
Steve Hudson (SH)
Mikeal Love (ML)

Officers Present:

Mike Elliott (ME)
David Wilson (DW)

Others Present:

Ben Williams (BW)
Lisa Litman (LL)
James Medack(JM)
Pam Wilson(PW)

3. Review and Approve Minutes for the May 22, 2018 Regular Meeting – A motion was made to approve the minutes from the previous meeting (M – SH, 2nd – ML, 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' Association – Firefighter Ben Williams reported to the Board that the Bucket Brigade had raised \$3,500. \$3,000 will be donated to the Ronald MacDonald House and \$500 will be in reserve for local charitable donations. The 2018 Annual Westlake Fire Department Picnic will be on July 21st at Westlake Beach. The Association will be asking the Board to approve a 1% increase in the 457(b) Retirement Plan match at the budget sessions.
6. The Board will consider and possibly take action on the following items:
- a. Review a Semi-Annual Audit for FY 2017/18 – James Medack, Medack and Oltmann, CPA presented a report on the Accounts Payable Audit for the District. The report reviewed sample checks and approvals, processes in place and other minor details. No action was taken.
 - b. Review and Possibly Approve Employee Salaries for FY 2018/19 – Chiefs Elliott and Wilson reviewed the wage history of the District over the last six years. There was discussion on the timing for the Board to make a decision for the upcoming budget sessions. No action was taken.
 - c. Review and Possibly Approve an Agreement with ESO for Firehouse Online Software – Chief Elliott reported on the second ESO Contract that was reviewed by the District's attorney. There was discussion on the data backup and insurance coverage. A motion was made to authorize Chief Elliott to sign the contract (M – SH, 2nd – KK, V – Unanimous).
 - d. Invoices Over \$2,000 – Chief Wilson presented invoices over \$2,000 with the Board. A motion was made to approve the expenditures (M – ML, 2nd – SW, V – Unanimous).
7. Fire Chief's Report
- a. Operations Report – Chief Wilson reported on the incidents of interest to the Board.
 - b. ESD CC Update – Chief Elliott reported on the activities at the last ESDCC Meeting.
 - c. Review Financial Reports – Chief Elliott reviewed the Financial Reports with the Board.
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 ESD No. 9 Meeting - Tuesday, July 24, 2018 at 911 Westlake Dr, 6:30 p.m.

Two Budget Sessions will be held on Tuesday, August 14, 2018 and Wednesday, August 15, 2018 (if needed) at ESD 9 Headquarters, 1301 S. Capital of Texas Hwy, Suite B-123, 6:30 p.m.

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.

Steve Hudson

Secretary