

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, June 18, 2019, 6:30 p.m.
911 Westlake Drive
West Lake Hills, Texas

1. Call to Order – 6:34 p.m.
2. Roll Call and Certification of Quorum.

Commissioners Present:

Virgil Flathouse (VF)
Steve Hudson (SH)
Mikeal Love (ML)

Officers Present:

David Wilson (DW)
Heath Nobles (HN)

Other Present:

Lisa Litman (LL)
James Medack (JM)
Ben Williams (BW)

3. Review and Approve Minutes for the May 28, 2019 Regular Meeting – A motion was made to approve the minutes as written 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' Union – Firefighter Ben Williams addressed the Board and reported the union had been completing the Bucket Brigade for Lt. Askew's Family and have had a successful event. Additional fundraisers may be completed throughout the year. Donations online from IAFF Locals across the country and private parties have been submitted. The union continues to work with the Chief on benefits for next budget year including the 501(c)9 plan. Plan details are finalized and, if approved at the budget sessions, work to approve a contract can begin.
6. The Board will consider and possibly take action on the following Items:
 - a. Semi-Annual Audit – James Medack, Medack & Oltmann, LLP presented a semi-annual audit for October 2018 – April 2019. A motion to approve the audit as presented was made. (M – ML, 2nd – SH, V- Unanimous)
 - b. Update to the Employee Policy Manual – Chief Wilson presented a recommended change to the Travis County ESD No. 9 Policy Manual to include a Family Assistance Program. After discussion the Board made a motion to approve "Section 9.7 Family Assistance Program" of the Policy Manual and to add a 12 month reimbursement program for Health Insurance in the event of a Line of Duty Death. (M – ML, 2nd – SH, V – Unanimous)
 - c. Proposed Salary Adjustments for the Fiscal Year 2019-2020 Budget – Chief Wilson presented an updated ESD Comparison for salaries which included current programs for several Travis County ESDs and the Austin Fire Department based on a 5 year Firefighter, 10 year Engineer/Driver, 15 year Lieutenant and 20 year District Chief. Budget Impacts on a 3% and 3.5% base pay adjustment were reviewed. The Board will continue to evaluate the budget impacts for salaries through the budget planning process. The Board took no action.
 - d. Authorize a Capital Purchase of Two Tablet Computers for Electronic Patient Care Reporting – Chief Wilson presented a proposal for the purchase of two tablet computers. A motion was made to authorize an expenditure of \$7,899.70 for two tablet computers. (M – SH, 2nd – ML, V – Unanimous)
 - e. Authorize the Sale of Investigator 901, a 2012 Ford Escape – Chief Wilson requested authorization to sell investigator 901 when the new Investigator 901, a 2018 Ford Explorer, arrives this month. DW stated there is currently an interested party that would like to purchase the vehicle for \$8,000. A motion was made to authorize Chief Wilson to sell Investigator 901, a 2012 Ford Escape, for \$8,000. (M – ML, 2nd – SH, V – Unanimous)
 - f. Invoices Over \$2,000 – Chief Wilson presented the invoices over \$2,000 to the Board. A motion was made to approve the invoices over \$2,000. (M – SH, 2nd – ML, V – Unanimous)

7. Fire Chief's Report – Chief Wilson
 - a. Operations Report – Chief Wilson reviewed significant incidents from the previous months and updated the Board on the hiring process, and apparatus that have been ordered.
 - b. ESD CC Update – The next meeting is scheduled for June 22, 2019 in Pflugerville. DW and VF will attend.
 - c. Financial Reports – Chief Wilson 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 and Review Remaining 2019 Meeting Dates - Tuesday, July 23, 2019 at 911 Westlake Dr, 6:30 p.m. Chief Wilson also reviewed the August budget planning date of August 13th at 6:00 p.m. at Fire Department HQ and moved the August monthly meeting to August 20, 2019 at 6:30 p.m. at West Lake Hills Council Chambers. Initial September public hearing dates were also considered, but will be confirmed after the Board approves the budget and discusses the tax rate.
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

Steve Hudson, Secretary