

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, February 25, 2020, 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

Commissioners Present

Virgil Flathouse (VF)
Kirt Kiester (KK)
Steve Hudson (SH)

Officers Present:

David Wilson (DW)
Heath Nobles (HN)
Walter Groman (WG)

Others Present:

Scott Elkins (SE)
Lisa Litman (LL)

3. Review and Approve Minutes for the January 21, 2020 Regular Meeting – A motion was made to approve the minutes from the January 21, 2020 meeting. (M – KK, 2nd – SH, V – Unanimous)
4. Citizens' Communication – The Board of Commissioners welcomes public comments at this point on any issue, whether or not included as an item on the agenda. The Board cannot discuss or take action on matters not listed on the agenda. Anyone wishing to speak on any matter, regardless whether included on this agenda, must sign up with the Fire Chief or his designee before speaking. Speakers shall limit their comments to four (4) minutes each.
 - There were no citizens present who wished to speak to the Board.
5. Report from the Firefighters' Union – Firefighter Scott Elkins addressed the Board and let them know they had held the first Union meeting of the year and would present some items in the next few meetings. He also mentioned that the union is working with the IAFF for attendance to the Fallen Firefighters Memorial in Colorado Springs in September for Lt. Askew.
6. The Board will consider and possibly take action on the following Items:
 - a. Status Update on the District Standard of Cover and Response Analysis – Chief Wilson presented an update on the work that has been completed by the Command Staff and Thies Consulting for the District Standard of Cover and response analysis. The report should be completed in the next few weeks and available for presentation at the March Board Meeting.
 - b. Installation of a Plymovent Vehicle Exhaust System at Fire Station 902 – Chief Wilson reviewed the request to relocate the current Plymovent hose located in Bay 3 at Fire Station 902 to the other side of the Austin/ Travis County EMS ambulance so the direct capture vehicle exhaust system can be utilized. The cost of the relocation will be shared with Austin/ Travis County EMS and each will pay 50% of the proposal. A motion was made to approve 50% of Air Cleaning Technologies bid to relocate the Plymovent hose with the total project not to exceed \$4,598.50. (M – KK, 2nd – SH, V – Unanimous)
 - c. Installation of a New Phone System for all District Locations – Chief Groman reviewed the background, current situation and future needs of the District for the District's phone system. Chief Groman detailed the bid by VeraTech Solutions for a Grandstream business phone system. After discussion on the implementation plan and different phone solutions available, a motion was made to approve the purchase of a Grandstream phone system from VeraTech Solutions, add 3 conference phones and complete firewall reconfiguring, if needed, with a project total not to exceed \$9,000. (M – KK, 2nd – SH, V – Unanimous)
 - d. Post Employment Health Plan for Employees – Chief Wilson reviewed the current status of the Post Employment Health Plan (PEHP) implementation. The final review with the District's attorney is anticipated to be completed by mid-March. Chief Wilson will be bringing a proposed resolution for implementation at the March Board. No action was taken.
 - e. Employee Benefits Related to Texas Govt. Code § 615* – Chief Wilson reviewed the benefits provided in Texas Govt. Code § 615. The Board entered Executive Session under Texas Govt. Code §551.074: Personnel Matters at 7:25 p.m. and adjourned the Executive Session at 7:42. No action was taken.

- f. Invoices Over \$2,000 – Chief Wilson reviewed the invoices over \$2,000 with the Board. A motion was made to approve the invoices over \$2,000, with one correction to the Bills Over \$2,000 Form to replace the \$21,896.59 Capital View Center with \$24,156.70 which is the amount the check is written for, which includes \$2,030.53 monthly dues, \$229.58 monthly reserves assessment and \$21,896.59 HVAC Special Assessment . (M – KK, 2nd – SH, V – Unanimous)
 - g. Update, Discuss and Take any Action on the 2020 Annual SAFE-D Conference – Commissioner Flatthouse discussed the annual SAFE-D Conference highlighting the new ESD Laws that became effective January 2020. No action was taken.
7. Fire Chief's Report
 - a. Operations Report - Chief Wilson reviewed the significant incidents and call statistics from the previous month.
 - b. ESD CC Report and Update – Chief Wilson updated the Board on the February ESD CC Meeting held at Travis County ESD #2.
 - 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).
 - a. The Board entered Executive Session at 7:25 p.m. for agenda item 6.e under Texas Govt. Code §551.074: Personnel Matters. The Board adjourned the Executive Session at 7:42 p.m.
 9. Discuss and Consider action on matters discussed in Executive Session – No action taken.
 10. Set Date and Time of the next ESD No. 9 Meeting Date - The next regularly scheduled meeting will be held March 24, 2020 at 6:30 p.m. at West Lake Hills City Council Chambers.
 11. Adjournment – 8:15 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