

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, May 26, 2020, 6:30 p.m.

Due to the state of emergency and/or local disaster caused by the COVID-19 Pandemic, the Board of Commissioners of Travis County Emergency Services District No. 9 will hold its meeting at 1301 S. Capital of Texas Hwy, Building B, Suite 123, West Lake Hills, Texas, 78746 and via telephone/video conference. The public may participate in the meeting via the internet from your computer, tablet or smartphone.

<https://us02web.zoom.us/j/82124995665?pwd=WXVqcVdkayswN2poQIB3dWYySytmDz09>

You can also dial in using your phone.

United States: +1 346 248 7799

Meeting ID: 821 2499 5665

Password: 397144

1. Call to Order – 6:35 p.m.

2. Roll Call and Certification of Quorum

Commissioners:

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

Officers:

David Wilson
Walter Groman
Justin Poag
Ryan Vacek

Others:

Christine Thies
Scott Elkins
Ben Williams
Trevor Davila
Hunter Kellum

3. Review and Approve Minutes for the April 28, 2020 Regular Meeting – A motion was made to approve the minutes as presented from the April 28, 2020 meeting. (M – SH, 2nd – KK, 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 at esd9comments@gmail.com prior to the meeting. Speakers shall limit their comments to four (4) minutes each.

- There were no citizens present wishing to speak to the Board.

5. Report from the Firefighters' Union – Firefighter Scott Elkins addressed the Board and provided an update on a firefighter that was injured off duty. Scott reported on the one year anniversary of Lt. Askew's passing and reported the crews were wearing tribute shirts through the end of May. Scott also reported the IAFF has canceled the annual Memorial Service in Colorado due to COVID-19. It will be held virtually and families will be invited to attend the 2021 service. The bucket brigade has been postponed indefinitely due to the COVID-19 restrictions in place by the Department. Scott discussed the Association's budget request of a 2:1 retirement match up to 14% and a 20% match for those with 20 years of service. The Board discussed the proposal and will continue to review benefit information during the budget process.

6. The Board will consider and possibly take action on the following Items:

a. District Standard of Cover and Response Analysis Presentation by Thies Consulting – Christine Thies presented a service delivery report highlighting territory statistics, territory demand of fire units, responses and recommendations. No action was taken by the Board.

b. Proposed Salary Adjustment for the Fiscal Year 2020-2021 Budget – Chief Wilson presented the initial salary proposal for the fiscal year 2020/2021 budget proposing a 2% base pay adjustment. Chief Wilson reviewed the Consumer Price index (CPI), home values in the region and a 10 year benefit summary. The Board provided

direction to staff to continue to monitor the CPI, research other ESD and local jurisdiction salary and benefit plans, and report findings at the July meeting.

- c. Emergency Repair of Brush Truck 901, a 2014 F-550 Skeeter Brush Truck – Chief Wilson presented the results of a catastrophic motor failure on Brush Truck 901. Chief Wilson and Commissioner Flathouse reviewed the processes taken to work with Ford Motor Company to assist in repairs and their subsequent denial to do so. The proposed repair costs from Maxwell Ford is estimated to be \$21,265.05. A motion by Commissioner Hudson to approve the emergency expenditure for a replacement motor failed without a second. Commissioners instructed the Fire Chief to evaluate other means of repair with reputable mechanics and present the findings to the Board.
 - d. Settlement and Release of Claims Agreement – Chief Wilson presented the Settlement Agreement drafted by ESD 9 legal counsel between Travis County ESD No. 9 and Katherine Loranger. A motion was made to approve the Settlement Agreement as presented and authorize the Fire Chief to sign the Agreement. (M – SH, 2nd – KK, V – Unanimous)
 - e. Fire Station 901 Building Modifications – Chief Wilson presented three proposals to make modifications and improvements to Fire Station 901. After review, a motion was made to approve Blue Diamond Remodeling to complete the presented scope of work, but under no circumstances should the work exceed \$30,000. (M – KK, 2nd – SH, V – Unanimous)
 - f. Post Employment Health Plan for Employees – Chief Wilson provided a summary document from Jackson Walker LLP. The board directed staff to bring additional information at the next meeting. No action was taken.
 - g. Policy Regarding Preservation of Public Information – Chief Wilson presented an updated policy for preserving public information in accordance with the District’s retention policy and State Code. A motion was made to adopt the policy and place it in the Department’s Policy Manual. (M – SH, 2nd – KK, V – Unanimous)
 - h. Invoices Over \$2,000 – Chief Wilson presented the invoices over \$2,000. A motion was made to approve the invoices over \$2,000. (M – KK, 2nd – SH, V – Unanimous)
7. Fire Chief’s Report
- a. Operations Report – Chief Wilson reviewed the significant incidents and call statistics from the previous month.
 - i. COVID-19 Pandemic Update – Chief Wilson updated the Board on the continued planning, actions and response to the COVID-19 pandemic.
 - b. ESD CC Report and Update – There was no ESD CC meeting.
 - c. Financial Reports – Chief Wilson reviewed the financial reports with the Board and provided additional sales tax data to forecast the implications of the COVID-19 pandemic.
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 Dates – The next regularly scheduled meetings will be held on June 23, 2020 at 6:30 p.m. and July 21, 2020 at 6:30 p.m. A virtual meeting or in person meeting location will be announced.
11. Adjournment – 8:40 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