

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, June 23, 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/83078722686?pwd=NlY3bUZIWW1mdjJDSjBoT2QyT2dNQTO9>

You can also dial in using your phone.

United States: +1 346 248 7799

Meeting ID: 830 7872 2686

Password: 325808

1. Call to Order – 6:30
2. Roll Call and Certification of Quorum

Commissioners:

Virgil Flathouse (VF)
Steve Wilson (SW)
Steve Hudson (SH)
Kirt Kiester (KK)
Mikeal Love (ML) – 6:50 pm

Officers:

David Wilson

Others:

Lisa Litman

3. Review and Approve Minutes for the May 26, 2020 Regular Meeting – A motion was made to approve the minutes as presented from the May 26, 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 at esd9comments@gmail.com prior to the meeting. Speakers shall limit their comments to four (4) minutes each.
 - There were no citizens present to address the Board and no online submittals were received.
5. Report from the Firefighters' Union – Firefighter Scott Elkins was not present and no report was provided.
6. The Board will consider and possibly take action on the following Items:
 - a. Proposed Salary Adjustment for the Fiscal Year 2020-2021 Budget – Chief Wilson reviewed the updated information and budget impacts for proposed salary and benefits for fiscal year 2020/2021. There was no action taken by the Board.
 - b. District Analysis Summary and Staff Direction – Chief Wilson reviewed the summary from the District analysis presentation in May. The Board discussed the options presented. No action was taken by the Board.
 - c. Emergency Repair of Brush Truck 901, a 2014 F-550 Skeeter Brush Truck – Chief Wilson reviewed the outcome of the proposals for the repair of Brush Truck 901. The vehicle is still out of service and work should be completed soon. The item was tabled until the July meeting.
 - d. Resolution to Establish a Post Employment Health Plan for Employees – Chief Wilson reviewed the resolution for the Post Employment Health Plan and two recommended changes from general counsel on the resolution. The

Board tabled the item until the July meeting.

- e. Semi-Annual Audit Schedule for Fiscal Year 2019/2020 – Chief Wilson reviewed options for completing the semi-annual audit due to COVID-19 restrictions in place. The Board directed staff to complete the semi-annual audit in August if it could be completed safely in the administrative office.
 - f. Audit Proposal from Medack and Oltmann, CPA for Fiscal Year 2019/2020 – Commissioners reviewed the annual audit proposal from Medack and Oltmann, CPA. A motion was made to accept the proposal as submitted. (M – SH, 2nd – KK, V – Unanimous)
 - g. Tax and Budget Planning Calendar for Fiscal Year 2020/2021 – Chief Wilson presented a proposed tax and budget planning calendar and reviewed the changes from Senate Bill 2. The dates were acceptable to the Board and the Board directed staff to proceed with the proposed dates.
 - 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 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.
 - ii. Fire Station 901 Modifications Update – Chief Wilson reported the permit has been received from the City of West Lake Hills and work is expected to begin in August.
 - b. ESD CC Report and Update – Chief Wilson updated the Commissioners on the ESD CC meeting that was held via Microsoft Teams.
 - 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 Dates – The next regularly scheduled meeting will be held July 21, 2020 at 6:30 p.m. A virtual meeting or in person location will be announced.
11. Adjournment 7:44 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