

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9**  
**Minutes for a Regular Meeting of the Board of Commissioners**  
**Tuesday, May 25, 2021, 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/89502607980?pwd=NUVJY3dyOHE4bEgxNWFKM2JVdkxiZz09>

You can also dial in using your phone.

United States: +1 346 248 7799

Meeting ID: 895 0260 7980

Password: 226269

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1. Call to Order. 6:33 p.m.
2. Roll Call and Certification of Quorum.

**Commissioners Present:**

Virgil Flathouse (VF)  
Steve Wilson (SW)  
Steve Hudson (SH)  
Kirt Kiester (KK)  
Debbie Kasper (DK)

**Officers Present:**

David Wilson (DW)  
Walter Groman (WG)

**Other Present:**

Jaime Galbreath (JG)  
Scott Elkins (SK)  
Wayne Morris (WM)

3. Review and Approve Minutes for the April 27, 2021 Regular Meeting. – A motion was made to approve the minutes from the April 27, 2021 meeting. (M – SH, 2<sup>nd</sup> – SW, 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](mailto:esd9comments@gmail.com) prior to the meeting. 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 reported that May 13th was the 2 year anniversary of the loss of Chris Askew. In special remembrance of Chris the fire fighters wore their "Chris Askew" shirts around the fire station and raised a special flag for the month of May. They also reached out to Chris's wife Jen and invited her to come hang out and have a meal with Chris's old crew. The fire fighters do their best at keeping in touch with Jen and help her with any projects she needs done around the house. The IFF Memorial called and announced that they would be honoring Chris Askew. Lastly, the benevolent fund is finally done with the help of Commissioner Steve Hudson. Everything has been submitted and they are now just awaiting approval.
6. The Board will consider and possibly take action on the following Items:
  - a. Proposed Salary Adjustment for the Fiscal Year 2021-2022 Budget – Chief Wilson presented a proposed salary adjustment for 2021-2022 budget.
  - b. Information Technology for the District including all District Facilities – Walter Groman presented quotes from 3 different companies and proposed moving forward with VeraTECH. The commissioners will then vote once the new contract has been presented in the next Board of Commissioners Meeting on April 27, 2021. (M – SW, 2<sup>nd</sup> – SH, V – Unanimous)
    - A motion was made to move forward with VeraTECH provided that we are able to terminate the contract that we are currently in with RICOH and that VeraTECH can provide a new contract.

- c. Invoices Over \$2,000 – Jaime Galbreath reviewed the invoices over \$2,000 with the Board. - A motion was made to approve the expenditures. (M – SH, 2<sup>nd</sup> – SW, V – Unanimous)
7. Fire Chief’s Report – Chief Wilson
    - a. Operations Report – Chief Wilson reviewed the events of interest during April, updates on Strategic Planning Session, and statistics from the previous month.
      - i. Department COVID Update– Chief Wilson provided the current status of department operations with the COVID restrictions from the County and municipalities.
    - b. ESD CC Report and Update - There was no ESD CC meeting to report on.
    - 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 Regular ESD No. 9 Meeting. – The next regular meeting of the Commissioner will be held Tuesday, June 22, 2021 at 6:30 p.m.
  11. Adjournment. 7:40 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