

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, December 18, 2018, 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)
Mikael Love(ML)
Steve Hudson(SH)
Steve Wilson(SW)

Officers Present:

Mike Elliott (ME)
David Wilson (DW)
Chris Ham (CH)

Others Present:

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

3. Review and Approve Minutes for the November 27th Regular Meeting – A motion was made to approve the minutes 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.
5. Report from the Firefighters' Association – Firefighter Ben Williams reported a new treasurer was appointed to replace a vacancy. A report on the activities for the year would be coming out at the next meeting.
6. The Board will consider and possibly take action on the following Items:
 - a. Semi-Annual Audit – James Medack, Medack and Oltmann, CPA presented the findings from the last semi-annual audit including a review of the supporting documents, payment processes and approvals. JM suggested the Department obtain new W4 forms and verify direct deposit details with the employees. No action was taken.
 - b. Fire Chief Retirement Notice – Chief Elliott submitted a request to retire effective February 28, 2019. A motion was made to regrettably accept Chief Elliott's retirement request and the Board asked that the appointment of a Fire Chief be put on the next agenda (M – SW, 2nd – SH, V – Unanimous).
 - c. Invoices Over \$2,000 – Chief Wilson reviewed invoices over \$2,000 with the Board. A motion was made to approve the expenditures (M – ML, 2nd – SH, V – Unanimous).
7. Fire Chief's Report
 - a. Operations Report – Chief Wilson reported on interesting incidents and statistics in November.
 - b. ESD CC Update – There was discussion on the legislative session and the effects on ESDs.
 - c. Annual Awards Banquet – Saturday, January 26, 2019, 5:30 p.m., Hotel Granduca
 - d. Financial Reports – DW 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 - Tuesday, January 22, 2018 at 911 Westlake Dr, 6:30 p.m.
11. Adjournment – 7:25 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

Secretary