

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, July 21, 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/81882032226?pwd=NE4vUi9Ec01sSXNNU0oyOE9HMXISdz09>

You can also dial in using your phone.

United States: +1 346 248 7799

Meeting ID: 818 8203 2226

Password: 233562

1. Call to Order – 6:35 p.m.

2. Roll Call and Certification of Quorum

Commissioners

Virgil Flathouse (VF)

Steve Hudson (SH)

Kirt Kiester (KK)

Mikeal Love (ML)

Officers:

David Wilson

Justin Poag

Others:

Scott Elkins

3. Review and Approve Minutes for the June 23, 2020 Regular Meeting – A motion was made to approve the minutes as presented from the June 23, 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 addressed the Board and provided an updated on the healing process of an off duty firefighter injury, expressed the firefighters gratitude for the annual physical process that was completed this year, provided a COVID 19 update, and discussed budget requests for the next fiscal year.

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 provided an updated proposal for salary and benefit adjustments for the fiscal year. These included a 2% base pay increase and a 1% 457 matching increase with a change to a 2:1 match. The Board took no action and tabled any additional action until the Budget Workshop.

b. Emergency Repair of Brush Truck 901, a 2014 F-550 Skeeter Brush Truck – Chief Wilson presented the final invoice for the emergency replacement of the motor for Brush Truck 901. After review and discussion, a motion was made to approve the emergency repair of the Brush Truck at a cost of \$15,853.25. (M – ML, 2nd – SH, V - Unanimous)

c. Resolution 2020-02 to Establish a Post Employment Health Plan for Employees – Chief Wilson presented resolution 2020-02 to establish a 501(c)9 post employment health plan for employees. A motion was made to approve Resolution 2020-02 as submitted. (M – SH, 2nd – ML, V – Unanimous)

- d. Resolution 2020-03 to Establish Matching Contributions for the District's 401(a) Plan for Calendar Year 2019 – Chief Wilson reviewed Resolution 2020-03 with the Board. A motion was made to approve Resolution 2020-03 as presented. (M – SH, 2nd – KK, V – Unanimous)
 - e. Personal Protective Equipment (PPE) Decontamination Service Agreement with Battelle Memorial Institute – Chief Wilson presented a service agreement with Battelle Memorial Institute for decontamination of N95 masks for the District. A motion was made to approve the service agreement as presented. (M – SH, 2nd – KK, V – Unanimous)
 - f. Service Agreement with Frontline Mobile Health for Annual Department Physicals, on call Physician Services and Other Related Medical Services to the District – Chief Wilson presented a service agreement for Department physician services, NFPA 1582 medical physicals and other related medical services to the District. After review of costs, timeline, and a discussion of included procedures and test a motion was made to approve the service agreement as presented. (M – SH, 2nd – ML, V – Unanimous)
 - g. 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 – ML, 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 COVID19 pandemic.
 - ii. Fire Station 901 Modifications Update – Chief Wilson reported the work will begin in mid-August.
 - b. ESD CC Report and Update – There was no meeting held and no report as given to the Board.
 - c. Financial Reports – Chief Wilson reviewed the financial reports with the Board including a 3rd quarter detailed review of the budget and expenses.
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 Meetings, Budget Workshop and Tax Rate Public Hearing. – The next meetings of the District will be held: Special Meeting – Budget Workshop – August 4, 2020, 6:00 p.m.; Regular Meeting of the Board – August 25, 2020, 6:30 p.m.; Tentative Public Hearing, if needed, September 8, 2020, 6:00 p.m.
11. Adjournment – 8:07 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