

# TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9

Minutes for a Regular Meeting of the Board of Commissioners

Tuesday, October 26, 2021, 6:30 p.m.

1301 S. Capital of Texas Hwy., Building B, Suite 123

West Lake Hills, Texas 78746

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/87303506314?pwd=ZjBaN1VoMwZzckVGVkUrOGRTNXdNdz09>

You can also dial in using your phone.

United States: +1 346 248 7799

Meeting ID: 873 0350 6314

Password: 866905

1. Call to Order. 6:35 p.m.
2. Roll Call and Certification of Quorum.

#### Commissioners Present:

Virgil Flathouse (VF)

Steve Hudson (SH)

Kirt Kiester (KK)

#### Officers Present:

David Wilson (DW)

#### Other Present:

Jaime Galbreath (JG)

Tom Newby (TN)

Peri Sutton (PS)

Ray Holiday (RH)

3. Review and Approve Minutes for the September 28, 2021, Public Hearing and Regular Meeting. – A motion was made to approve the minutes from the September 28, 2021 meeting. (M – KK, 2<sup>nd</sup> – 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 of 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 nothing to report.
6. The Board will consider and possibly take action on the following Items:
  - a. Discussion and Possible Action Related to the District's Medical, Dental, Vision, Disability and Life Insurance for 2022 – Chief Wilson discussed with the board the departments current health insurance was quoted with a 15% increase over last year. Chief Wilson was able to get a quote from VFIS which has a program specific for Fire Departments that have come together as a pool. This insurance came in at a significant decrease to both the employees and the department. Tom Newby presented this Insurance Plan with the Board. - A motion was made to approve the new insurance plan with VFIS on a contingent basis. The Board asked that Chief Wilson present this new insurance plan to the rest of the employees and if there is positive feedback then we may move forward with this new plan. (M – VF, 2<sup>nd</sup> – SH, V – Unanimous)
  - b. Discussion and Possible Action Related to a Deposit Agreement and Department Credit Card with Amarillo National Bank – Chief Wilson presented a Deposit Agreement and Department Credit Card with Amarillo National Bank. – A motion was made to send in the application for a new department credit card. (M – SH, 2<sup>nd</sup> – KK, V – Unanimous)
  - c. Discussion and Possible Action to Authorize the Transfer of Funds from TexPool to Amarillo National Bank to establish an account – Commissioners – A motion was made to Authorize the Transfer of Funds from TexPool to Amarillo Bank to establish a Money Market Business Checking Account. (M – SH, 2<sup>nd</sup> – KK, V – Unanimous)
  - d. Engagement of a Real Estate Agent for Real Property Purchases for the District – Chief Wilson presented a

Buyer/Tenant Representation Agreement and Chief Wilson's recommendation is to move forward with Cathy Coneway. – A motion was made to approve the agreement. (M – SH, 2<sup>nd</sup> – VF, V- Unanimous)

- e. Engagement of an Architecture Firm for a Feasibility Study Related to Fire Station 903 – Chief Wilson presented two Architecture Firm's Feasibility Study Proposals. Perri Sutton and Ray Holiday from BRW Architects were present to answer any questions the Board Members may have. – Board Members decided to table this until next meeting.
  - f. Discussion and Possible Action Related to a Temporary Fire Station Location and Housing of Squad 903 Firefighters in 2022 – Chief Wilson presented a location and housing option for a Temporary Fire Station for Squad 903. – A motion was made to sign the earnest check to have contactors come out and access the location. (M – SH, 2<sup>nd</sup> – KK, V – Unanimous)
  - g. Discussion and Possible Action Related to a Joint Use Facility with the City of Rollingwood – Chief Wilson presented the Joint Use Facility with the City of Rollingwood. – No action required at this time.
  - h. Discussion and Possible Action Related to the Purchase of Replacement Fire Station Exit Signs at Fire Station 901 – Chief Wilson presented a quote to Replace the Fire Station Exit Signs at Station 901. – A motion was made to approve the purchase. (M – KK, 2<sup>nd</sup> – SH, V – Unanimous)
  - i. Discussion and Possible Action Related to the Purchase of a Mobile Radio for a 2022 Chevrolet Battalion 901 Response Vehicle - Chief Wilson presented a quote to Purchase a new Mobile Radio for Battalion 901. – A motion was made to approve the purchase. (M – SH, 2<sup>nd</sup> – KK, V – Unanimous)
  - j. Discussion and Possible Action Related to the District's Out of Service Equipment and Capital Building List for FY 2020/21 – Chief Wilson presented the District's Out of Service Equipment and Capital Building List for Fiscal Year 2020/21. A motion was made to approve the list. (M – KK, 2<sup>nd</sup> – SH, V – Unanimous)
  - k. Invoices Over \$2,000 – Office Manager 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> – KK, V – Unanimous)
7. Fire Chief's Report – Chief Wilson
- a. Operations Report - Chief Wilson reviewed the events of interest during September, updates on Strategic Planning Session, and statistics from the previous month.
    - i. Department Response to the COVID 19 Pandemic
    - ii. Hiring Process
    - iii. Promotion Process
  - 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 future ESD No. 9 Meetings. The next regular meeting of the Commissioner will be held Tuesday, November 23, 2021 at 6:30 p.m.
11. Adjournment. 9:15 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

