

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9**  
**Minutes for a Regular Meeting of the Board of Commissioners**  
**Tuesday, February 22, 2022, 6:30 p.m.**  
**1301 S. Capital of Texas Hwy., Building B, Suite 123**  
**West Lake Hills, Texas 78746**

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

**Commissioners Present:**

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

**Officers Present:**

David Wilson (DW)

**Other Present:**

Jaime Galbreath (JG)  
Scott Elkins (SK)

3. Review and Approve Minutes for the January 25, 2022, Regular Meeting. – A motion was made to approve the minutes from the January 25, 2022 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 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 the Union has been working on some different fund raiser ideas that they are excited about. Other than that all the firefighters are really looking forward to the new hires that will be joining the department next month, and those firefighters that are eligible for promotions are working/studying hard for their upcoming tests next month as well. The department is really excited for all the new changes that are coming their way.
6. The Board will consider and possibly take action on the following items:
  - a. Discussion and Possible Action on amending the District's Fire Code, including setting a Public Hearing for such amendment. – Chief Wilson presented the Proposed Amending Order to Upgrade the District 9 Fire Code to the 2021 Edition of the International Fire Code and International Wildland-Urban Interface Code.
    - No action required at the time. A public meeting will be held on March 22, 2022 at 6:30 p.m.
  - b. Discussion and Possible Action on the District's Investment Plan. – Chief Wilson presented the changes to the Districts Investment Policy. – A motion was made to approve the changes to the Westlake Fire Departments Investment Policy. (M – SH, 2<sup>nd</sup> – DK, V – Unanimous)
  - c. Discussion and Possible Action on a Professional Service Agreement with Front Line Mobile Health, PLLC to provide Pre-Employment Medical Evaluations, Annual Medical Evaluations, and Department Physician Services. – Chief Wilson presented the Professional Service Agreement with Front Line Mobile Health. – A motion was made to approve the Professional Service Agreement. (M – SH, 2<sup>nd</sup> – DK, V – Unanimous)
  - d. 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> – DK, V – Unanimous)
7. Fire Chief's Report – Chief Wilson
  - a. Operations Report - Chief Wilson reviewed the events of interest during December, updates on Strategic Planning Session, and statistics from the previous month.
  - b. Financial Reports – Chief Wilson reviewed the financial reports with the Board.

8. Set Date and Time of future ESD No. 9 Meetings. The next public hearing and regular meeting of the Commissioner will be held Tuesday, March 22, 2022 at 6:30 p.m.
9. Adjournment. 7:27 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