

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 9
Minutes for a Regular Meeting of the Board of Commissioners
Tuesday, October 24, 2023, 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)
Kirt Kiester (KK)
Steve Wilson (SW)
Steve Hudson (SH)
Debbie Kasper (DK)

Officers Present:

David Wilson (DW)
Heath Nobles (HN)

Other Present:

Jaime Galbreath
JJ Weeks
Zach Rangel
Doug Young (DY)

3. Review and Approve Minutes for the September 26, 2023, Regular Meeting. – A motion was made to approve the minutes from the September 26, 2023, regular meeting. M – SH, 2nd – 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 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.

5. Presentations

a. Report from the Firefighters' Union – No report was presented.

b. Report on the District's Quarterly Financial Statement – Chief Wilson presented the 4th quarter financial statements.

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 Calendar Year 2024 – Zach Rangel and JJ Weeks, from 19:21 Consultants, discussed multiple options with the Board in an effort to provide employee benefits after a substantial increase in cost and subsequent cancellation of TML insurance. A motion was made for the District to utilize Curative Health for medical coverage and MetLife for all other products. (M – SH, 2nd – DK, V – Unanimous)

b. Discuss and Possible Action to schedule a hearing on a petition presented by property owners in the Lost Creek subdivision for annexation of Lost Creek in the District – Chief Wilson presented petitions to the Board Secretary from the Lost Creek community requesting annexation into the District. After confirmation of the required signatures, a motion was made to schedule a public hearing on December 5, 2023, at 6:30 p.m. at a location to be determined. (M – SH, 2nd – SW, V – Unanimous)

c. Discussion and Possible Action to approve an agreement with Ballis Development for a feasibility study for the location of new Fire Station 903 on Addie Roy Road. – Chief Wilson reviewed an interim services agreement that was being developed for a feasibility study for Fire Station 903. A motion was made to authorize Chief Wilson to negotiate and execute an interim services agreement with Ballis Development that does not exceed \$50,000, provides for a timeline for completion, and provides no other obligations to the District. (M – SH, 2nd – KK, V – Unanimous)

d. Discussion and Possible Action Related to the District's Business Insurance, Related to Risk, Liability, Auto, and Commercial, Renewing November 1, 2023. – Chief Wilson reviewed the policy renewal presented by VFIS. A motion was made to approve the proposal as presented. (M – SH, 2nd – SW, V – Unanimous)

- e. Discussion and Possible Action Related to the District's Worker's Compensation Insurance, Renewing November 1, 2023 – Chief Wilson presented renewal information from worker's compensation companies. After review of the material, a motion was made to approve the 7710/ Benchmark renewal as presented. (M – SW, 2nd – SH, V- Unanimous)
 - f. Discuss and Possibly Take Action on Updates to the Travis County ESD 9 Employee Manual – Chief Wilson presented the ESD 9 employee manual updates. A motion was made to approve the ESD 9 Employee Manual effective immediately. (M – SH, 2nd – SW, V – Unanimous)
 - g. Discuss and Possibly Take Action on the District's Strategic Plan for 2024-2029 – Chief Wilson presented the final draft of the updated strategic plan document. A motion was made to approve the document as presented. (M – SH, 2nd – SW, V – Unanimous)
 - h. Discussion and Possible Action on Budget Amendments to the Fiscal Year 2022-2023 Budget – Chief Wilson presented the budget amendments for fiscal year 2022-2023. A motion was made to approve the amendments as proposed. (M – SH, 2nd – SW, V – Unanimous)
 - i. Discussion and Possible Action Related to the District's Out-of-Service Equipment and Capital Building List for FY 2022/23 – Chief Wilson presented the out-of-service equipment list and capital building list. A motion was made to approve the out-of-service and capital-building lists as presented. (M – SH, 2nd – KK, V – Unanimous)
 - j. Invoices Over \$2,000 – Office Manager Jaime Galbreath presented the invoices over \$2,000 for approval. A motion was made to approve the invoices over \$2,000. (M- SH, 2nd – KK, V -Unanimous)
7. Executive Session (No public discussion on these items) – No executive session.

The Travis County Emergency Service District No. 9 Board of Commissioners will consider the following items in Executive Session. The Commissioners may also consider any other matters posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners announce that the item will be considered during Executive Session. No action may be taken on any items considered during Executive Session.

- a. Tex Govt. Code Section §551.072 (Deliberations About Real Property)
 - b. Tex Govt. Code Section §551.071 (Consultation with Attorney),
 - c. Fire Chief's Report – Chief Wilson reported on district activities, fire and EMS operations, and the financial reports
8. Set Date and Time of future ESD No. 9 Meetings. – The next meeting will be held November 28, 2023, at 6:30 p.m. at the District Headquarters.
9. Adjournment. – 8:42 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