

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2
REGULAR MEETING MINUTES

November 12, 2020

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, November 12, 2020 at 6:00 p.m. at the Travis County Emergency Services District No. 2 Headquarters located at 201 East Pecan Street, Pflugerville, Texas, for the following purposes.

Commissioners who attended via video conference:

Mike Bessner Mike Howe Robert Turner April Griffin Rico Reyes

The following persons were also in attendance via video conference:

Ron Moellenberg Nick Perkins John Carlton Jessica Frazier Victor Gonzalez

Rob Humphrey Cliff Avery Michael Anderson Glen Smith

1. THE MEETING *was called to order by Commissioner Bessner at 6:02 p.m. and the minutes were recorded by mechanical means.* The meeting was held pursuant to a formal Notice of Meeting, which had been posted in accordance with the Texas Open Meetings Act at the Travis County Clerk's Office and in the offices of the Travis County Emergency Services District No. 2 Headquarters.
2. Public Comment: *There was no public comment; no action was taken on this item.*

SPECIAL RECOGNITION

3. Celebrate special recognition of personnel for exceptional performance: *The District recognized all employees that are US military veterans.*

CONSENT ITEMS

4. APPROVE MEETING MINUTES FROM THE OCTOBER 8, 2020 REGULAR MEETING *Commissioner Bessner asked if any consent items required discussion. There were none. A MOTION was made by Commissioner Howe. Commissioner Griffin made a SECOND to the motion; the consent agenda was approved.*

REPORTS

5. COMMISSIONERS REPORT, INCLUDING RESPONSES TO INQUIRIES: *Commissioner Turner highlighted the October ESD Commissioners Council meeting. He reported the new county judge, Andy Brown, will be sworn in mid-month and Ann Howard, the new commissioner for Precinct 3, will be sworn in in January. The next meeting will be in January.*
6. TREASURER'S REPORT: *Commissioner Howe discussed one of the checks that was written. He asked the Board if they had any questions on the checks written and the statement provided. No one had any questions. Commissioner Howe discussed the bank balances and payroll amounts. A MOTION was made by Commissioner Howe to accept payment of bills and invoices, processing of payroll, financial report, and monthly sales tax*

analysis report, and the quarterly investment report. Commissioner Reyes made a *SECOND* to the motion; the motion carried.

7. REPORT FROM THE DISTRICT'S FIRE CHIEF; Chief Moellenberg's report was included in the board packet;
 - *The Fire Chief reports the District has been rated an ISO Class 1. Only 300 departments out of 49,000 that are rated have earned this classification.*
 - *The County has experienced an uptick in COVID-19 cases.*
 - *The District hosted their first virtual family orientation for 14 new recruits.*
 - *The Fire Chief showed a dashboard with call information that will be made available to the public and emphasized the importance of data analysis.*
8. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S LEGAL COUNSEL REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION; *Attorney Carlton reports he is unsure of what the legislative session will look like and how people will participate. Attorney Carlton has been reviewing a lot of contracts and answering questions about the potential impact an overlay district will have on The District. He reports wanting to discuss agenda items 18 and 19 in executive session.*
9. RECEIVE REPORT FROM THE PFLUGERVILLE FIREFIGHTER'S PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL #4137 AND CONSIDER TAKING RELATED ACTION; *No representative was present.*

DISCUSSION/ACTION ITEMS

10. DISCUSS AND CONSIDER AWARDING A CONTRACT FOR FIREFIGHTER PRE-EMPLOYMENT AND ANNUAL MEDICAL PHYSICAL EVALUATIONS, AND TAKE ANY RELATED ACTION; *The District put out an RFQ under the AFG grant to conduct required physicals and evaluations in accordance with NFPA 1582. Staff requests the Board authorize staff to negotiate and execute a contract with Front Line Mobile Health. A MOTION was made by Commissioner Howe to negotiate a contract up to the AFG grant amount, Commissioner Reyes made a *SECOND* to the motion; the motion carried.*
11. DISCUSS AND CONSIDER AWARDING A CONTRACT FOR A DEPLOYMENT ANALYSIS STUDY, AND TAKE ANY RELATED ACTION; *The Fire Chief stated this is a continuation of the deployment analysis the District received in April. The new report would use the previous analysis to help complete our standard of cover, to determine the effects of adding future stations, and where new stations should be located based on population density and response times. The District issued a RFQ for fire station feasibility, resource deployment, and standards of cover and received one response from Michael Rainey and Associates. The District requests the Board authorize staff to negotiate and execute a contract with Michael Rainey and Associates to perform the study at a cost not to exceed \$50,000. A MOTION was made by Commissioner Griffin, Commissioner Reyes made a *SECOND* to the motion; the motion carried.*
12. DISCUSS AND CONSIDER AWARDING A CONTRACT FOR THE PURCHASE OF AN AMBULANCE, AND TAKE ANY RELATED ACTION; *This is a package for the purchase of two ambulances. One is to replace an existing unit that is approaching its life expectancy and the other is a projected unit for Station 6. The District requests the Board approve the purchase of two type 1 ambulances and approve the Stryker Power Pro Stretcher System for each ambulance. The total cost for both ambulances and stretcher systems comes in less than the approved budgeted amount. A MOTION was made by Commissioner Howe, Commissioner Griffin made a *SECOND* to the motion; the motion carried.*
13. DISCUSS AND CONSIDER AWARDING A CONTRACT FOR THE PURCHASE OF A BRUSH TRUCK, AND TAKE ANY RELATED ACTION; *The District requests the Board approve the purchase of a new brush*

truck for a total of \$204,309, which is \$25,000 more than originally requested. The District also asks the Board to approve an internal transfer of \$25,500 from the Operations budget to the Capital Budget. Commissioner Reyes questioned the line item it will be moved from. A MOTION was made by Commissioner Howe, Commissioner Reyes made a SECOND to the motion; the motion carried.

14. DISCUSS AND CONSIDER AWARDING A CONTRACT FOR APPARATUS REFURBISHMENT, AND TAKE ANY RELATED ACTION; *This is to rebuild of the Districts' two oldest engines for a cost savings of 50% compared to the purchase of new engines. The District requests the Board approve and award refurbishment of two class a engines for a total of \$619,294. The commissioners asked several questions about refurbishment. A MOTION was made by Commissioner Howe, Commissioner Reyes made a SECOND to the motion; the motion carried.*

15. DISCUSS AND CONSIDER THE DISPOSITION OF QUINT 280, AND TAKE ANY RELATED ACTION; *No action was taken on this item.*

16. DISCUSS AND CONSIDER THE REIMBURSEMENT RESOLUTION FOR CAPITAL VEHICLE PURCHASES, AND TAKE ANY RELATED ACTION; *This is a package request for all of the equipment discussed earlier and allows the District to return cash used once a loan is established. A MOTION was made by Commissioner Howe, Commissioner Reyes made a SECOND to the motion; the motion carried.*

17. DISCUSS AND CONSIDER THE DISPOSITION OF SURPLUS EQUIPMENT, AND TAKE ANY RELATED ACTION; *The District staff asks the Board to approve disposition of the all the equipment listed as salvage on their handout. A MOTION was made by Commissioner Howe, Commissioner Reyes made a SECOND to the motion; the motion carried.*

The Board went into Executive Session pursuant to Chapter 551.071 and 551.074 of the Texas Government Code for the purpose of consultation with legal counsel and reviewing personnel matters at 7:03 pm. The Board reconvened from Executive Session at 8:02 pm; no action was taken during Executive Session.

18. DISCUSS AND CONSIDER THE STAFFING LEVEL FOR DISTRICT ADMINISTRATION, AND TAKE ANY RELATED ACTION; *No action was taken on this item.*

19. DISCUSS AND CONSIDER STRATEGIC PLANNING FOR THE DISTRICT RELATED TO FINANCIAL AND OPERATIONAL PROJECTIONS, INCLUDING:

- REVIEWING PROJECTED GROWTH IN REVENUE, POPULATION, SERVICE DEMAND, AND IMPACT ON RESPONSE TIMES AND PROVISION OF SERVICE,
- PRESENTING REPORTS FROM THE COMMISSIONERS CONCERNING COMMUNITY INTERACTIONS AND RELATIONS,
- AND TAKE ANY RELATED ACTION;

A MOTION was made by Commissioner Reyes to write a letter to the City of Pflugerville signed by the Board outlining the facts of the options that remain both if the District gets on the ballot and if they don't, and put the City on notice of the reasonable effects of either action. Commissioner Howe made a SECOND to the motion; the motion carried.

20. DISCUSS AND CONSIDER ACTIVITY IN SUPPORT OF OPERATIONS COMBATTING THE COVID-19 PANDEMIC, AND TAKE ANY RELATED ACTION; *No action was taken on this item.*

22. DISCUSS AND CONSIDER COMMISSIONERS' TERMS OF OFFICE EXPIRING AT YEAR END, AND TAKE ANY RELATED ACTION; *Commissioner Griffin and Commissioner Reyes' terms are set to expire at the end of the year and both have applied to be reappointed. No action was taken on this item.*

President Bessner adjourned the meeting at 8:04 p.m.

The next Board regular meeting is scheduled for December 10, 2020 at 6:00 p.m.

Respectfully Submitted,
Rob Humphrey, Board Recorder