

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2

SPECIAL MEETING MINUTES

May 30, 2020

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting by video conference on Saturday, May 30, 2020 at 8:30 am. 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 Rico Reyes Robert Turner April Griffin

The following persons were also in attendance via video conference:

Ron Moellenberg Nick Perkins John Carlton Jessica Frazier Victor Gonzalez

Rob Humphrey Cliff Avery Chuck Brotherton Bobby Ortiz Heath Doyle

AJ Stacer Mark Moellenberg Josh Stubblefield Dan Berger Sereniah Breland

Station 3 Firefighters Mike Rainey Nick Papas Tim Moellenberg Mary Nyland

Station 4 Firefighters Adam Tabor Mike Zimmerman Tory Thompson Eddie Walker

Station 5 Firefighters Ram Beck James Rogers Alex Padden

1. THE MEETING *was called to order by Commissioner Bessner at 8:49 a.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.*

Agenda

(No action was taken at this meeting on the items discussed)

3. Attend the 2020 Planning Conference with discussions regarding strategic planning for the District, including emergency operations, response times, call volume, training, management activities, operating expenses, capital expenditures, debt, facilities, equipment and personnel;
 - a. Discuss the standard of cover analysis;

Mike Rainey from Michael Rainey and Associates presented and discussed the standard of cover analysis. He made recommendations for Station 6 and Station 7. Mike Howe asked about the location for Station 7 and inquired if we have already talked to the School District. Commissioner Howe thanked Mr. Rainey for his work on the project and his presentation. Commissioner Reyes complimented the graphics, the presentation made it easy for him to understand the material.

A short recess was called at 9:44 am and the meeting convened again at 9:57 am.

- b. Receive report on the current financial outlook, including COVID-related costs and alternative revenue sources;

Jessica Frazier, Director of Finance, presented a report on the current financial outlook, including the impact of current disaster operations, forecast of revenue and its impact on operations through FY25. The Department has incurred almost \$200,000 in COVID-19 related expenses. There are several alternative revenue sources the District is looking into. The Department has already received funds from the US Health and Human Services for Medicare providers, is working with FEMA for two separate grants, and are in the process of setting up reimbursement for uninsured patient billing from US Health and Human Services. Commissioner Howe asked what percentage of our COVID expenses will be reimbursed. Ms. Frazier stated the District is unsure exactly what is going to be reimbursed but is tracking expenses closely. The District is going to assume it has lost money until we receive a check. Ms. Frazier discussed property tax rates and gave several different revenue scenarios. Commissioner Howe asked about the definition of the word Disaster in relation to Senate Bill 2. Attorney Carleton said from his research, our current situation does meet the definition of a disaster, but State leadership has not yet authorized the exception.

A short recess was called at 10:41 am and the meeting convened again at 10:58 am.

- c. Discuss the Commissioners' Affirmation of Strategic Priorities, including Commissioners and relationships with Cities, other Districts, and County;

The Fire Chief introduced the current Strategic Priorities and reasons behind them. Commissioner Bessner led discussion concerning priorities and what steps should be considered moving forward. All the Commissioners agreed the District is heading in the right direction and support the current strategic priorities. Commissioner Howe and Commissioner Reyes discussed the need to tell the District's story. Attorney Carlton reminded the Commissioners they are to only tell the story, they are not to "lobby" citizens. Attorney Carlton encouraged the Commissioners to contact their peers at the County Board, State Representative, City Council and School Board to tell the story. Commissioner Bessner asked for volunteers to form a Communications Sub-committee. Commissioner Griffin and Commissioner Howe volunteered to work with Cliff Avery's firm, the Pflugerville Professional Firefighters Association (PPFA) and District Staff to support strategic communications. Attorney Carlton reminded the Board that communications cannot get bogged down by needing Board approval. The Board agreed that District Staff has authority to release communications as appropriate.

Josh Stubblefield, PPFA President, addressed the Board highlighting the union's commitment to pursue community engagement and communications. He thanked the Board for their support of the firefighters' work. He discussed his regular meeting with the Fire Chief and Assistant Chief and keeping open lines of communication. He stated the firefighters are 100% in support of the recommended revenue strategy and ready to move forward with proactive steps to gain the necessary community buy-in.

A recess was called for lunch at 12:05 pm and the meeting re-convened at 12:37 pm.

- d. Discuss long and short-term performance expectations for the Fire Chief.

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 personnel matters at 12:37 pm. The Board re-convened from Executive Session at 1:50 pm; no action was taken during Executive Session.

Attorney Carlton, District Legal Counsel, discussed an option to increase revenue is by creating a new overlay district. He discussed the requirements and process to move forward. Firefighter Alex Padden, PPFA Secretary, stated the Association is ready to support the District in creating a new overlay district and is looking for ways to get more involved in the community.

President Bessner adjourned the meeting at 2:16 pm.

The next regular Board meeting is scheduled for June 11, 2020 at 6:00 p.m.