

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2
REGULAR MEETING MINUTES

July 9, 2020

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, July 9, 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

The following persons were also in attendance via video conference:

Ron Moellenberg Nick Perkins John Carlton Jessica Frazier Victor Gonzalez

Rob Humphrey Cliff Avery Josh Stubblefield Katelyn Hammes Michael Anderson

Monica Harrison Nick Papas Karen Holmes

1. THE MEETING *was called to order by Commissioner Bessner at 6:00 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:
 - **LETTERS OF APPRECIATION -**
 - Mr. Stephen Viduya, RN, Emergency Department Manager, Baylor Scott & White Pflugerville
 - Ms. Amy Wilkins, RN, Charge Nurse, Baylor Scott & White Pflugerville
 - Ms. Karen Holmes, Physician Assistant, Baylor Scott & White Round Rock- *she has been instrumental in getting our firefighters tested for COVID-19 and ensuring timely results.*
 - Mr. Mike Conner, Physician Assistant, Front Line Mobile Health – *he has assisted with ensuring all of our firefighters in quarantine are medically fit.*

CONSENT ITEMS

4. APPROVE MEETING MINUTES FROM THE JUNE 11, 2020 REGULAR MEETING *Commissioner Bessner asked if any consent items required discussion. There were none. Commissioner Bessner asked if there was any objection to the consent agenda. There was no objection. A MOTION was made by Commissioner Howe. Commissioner Griffin made a SECOND to the motion; the motion carried.*

REPORTS

5. COMMISSIONERS REPORT, INCLUDING RESPONSES TO INQUIRIES: *Commissioner Bessner asked the Commissioners if they had anything to report. Commissioner Bessner stated there was a virtual county-wide commissioners meeting. They were given an update as to what the county is doing regarding COVID-19. They intend to have another meeting in August.*

6. TREASURER'S REPORT: *Commissioner Howe discussed several of the checks that were written. He asked the Board if they had any questions on the checks written and the statement provided. No one had any questions regarding the checks. Commissioner Howe discussed the bank balances and payroll amounts. Commissioner Howe then mentioned the sales tax revenue was 9% less than what was projected.*
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. Commissioner Turner 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 call volume for June was down approximately 6% but the year to date totals are ahead of where the District was at this time last year.*
 - *Sales tax collections for June 2020 are 9% less than June 2019. The comptroller's report shows July numbers to be 3% higher than they were for July 2019. If this trend continues the District should be able to make budget in sales tax revenue.*
 - *The Fire Chief shared a chart showing call volume trends. The District is experiencing double the number of ILI (Influenza Like Illness) cases the department would expect on a day-to-day basis.*
 - *The District staff continues to meet regularly with the City of Pflugerville, Pflugerville ISD, Chamber of Commerce, and the Capital Area Fire Chiefs to coordinate activities and make sure we are keeping abreast of what is happening in regard to COVID-19.*
 - *The Fire Chief reported the number of firefighters in quarantine and isolation. None of the cases were contracted from interaction with patients, it was all from off-duty activities.*
 - *The Fire Chief talked about call volume compared to property tax revenue and some of the challenges we face as an ESD with Senate Bill 2 in the future.*
 - *The Fire Chief discussed several things the District is doing to help with future budget constraints including preventative maintenance on vehicles, exploring purchasing refurbished engines, and charging for certain services.*
 - *The Fire Chief talked about an overlay and cautioned the Board that an overlay is not something they can put in place for the District; that the voters must determine a solution for revenue shortfall or reduce services.*

8. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S ATTORNEY REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION; *Attorney Carlton has been working on reviewing contracts and discussing financial issues and the options moving forward. Regarding an overlay, Attorney Carleton encouraged the Board to know the facts and details about the District's operations inside and out as they will be the ones talking with community members. President Bessner asked if there was any talk of holding off on Senate Bill 2 during COVID. Attorney Carlton is trying to figure out what the State Capital will adjust with COVID.*

9. RECEIVE REPORT FROM THE PFLUGERVILLE FIREFIGHTER'S PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL #4137 AND CONSIDER TAKING RELATED ACTION; *Association President, Josh Stubblefield, thanked the District for their support during this pandemic to those that have been directly affected. The Association is in support of an overlay and is currently forming a petition to start gathering signatures in October.*

DISCUSSION/ACTION ITEMS

10. DISCUSS AND CONSIDER AWARDING A PURCHASE CONTRACT FOR 2020 ENGINE FIRE APPARATUS AND TAKE ANY RELATED ACTION; *This is for the purchase of two new fire engines that are coming in under budget. Commissioner Howe asked what engines these will replace and Fire Chief Moellenberg responded E290, a reserve apparatus, and E211. Commissioner Howe also asked about moving away from Pierce and the District's comfort level with the new brand. Chief Moellenberg stated extensive research has been done and with new cancer concerns the truck committee feels this is a good option. Commissioner Howe also asked about the warranty and payment length. A MOTION was made by Commissioner Howe, Commissioner Griffin made a SECOND to the motion; the motion carried.*
11. DISCUSS AND CONSIDER THE PURCHASE OF NEW FIREFIGHTING EQUIPMENT FOR NEW FLEET VEHICLES AND TAKE ANY RELATED ACTION; *The Fire Chief stated this goes along with the previous agenda item. The bulk of this is for extrication tools and was approved in the current budget. A MOTION was made by Commissioner Howe to purchase the equipment from Metro Fire, Commissioner Turner made a SECOND to the motion; the motion carried.*
12. DISCUSS AND CONSIDER AN AMENDMENT TO THE HEALTH ADVOCATE BENEFIT SERVICES CONTRACT AND TAKE ANY RELATED ACTION; *The District has had this program for several years. Human Resources Director Humphrey stated this is an amendment to an existing contract and takes us from a three-year auto renewal to a single-year auto renewal which is usual and customary. A MOTION was made by Commissioner Griffin, Commissioner Howe made a SECOND to the motion; the motion carried.*
13. DISCUSS AND CONSIDER A CONTRACT FOR COPIER/PRINTER PURCHASE AND MAINTENANCE SERVICES AND TAKE ANY RELATED ACTION; *This deals with all the printers and copiers in the District. Due to the wear and tear on the main machine in the Admin building this would allow it to be replaced and move the current printer to a lesser used area. A MOTION was made by Commissioner Howe, Commissioner Turner made a SECOND to the motion; the motion carried.*
14. DISCUSS AND CONSIDER THE FISCAL YEAR 2021 BUDGET AND TAKE ANY RELATED ACTION; *no action was taken on this item.*
15. DISCUSS AND CONSIDER AN ASSISTANCE TO FIREFIGHTERS GRANT FROM FEMA AND TAKE ANY RELATED ACTION; *This is a wellness program where the District helps neighboring fire departments with their health and wellness screenings. Attorney Carlton mentioned the District is aware there will be a need for an amendment if the grant is funded but he asked the Board to authorize execution of the agreement then make an amendment as needed to comply with the terms of the grant. Finance Director, Jessica Frazier, explained why we have this approach. Commissioner Griffin asked questions and Attorney Carlton responded. A MOTION was made by Commissioner Howe to authorize the grant agreement, Commissioner Griffin made a SECOND to the motion; the motion carried.*
16. 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.*

President Bessner adjourned the meeting at 7:06 p.m.

The next Board meeting is scheduled for July 30, 2020 at 6:00 p.m.

Respectfully Submitted,
Rob Humphrey, Board Recorder