

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2
REGULAR MEETING MINUTES

May 13, 2021

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, May 13, 2021 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 Rico Reyes April Griffin arrived 6:30 pm

The following persons were also in attendance via video conference:

Ron Moellenberg Nick Perkins John Carlton Jessica Frazier Victor Gonzalez
Rob Humphrey Michael Anderson Trevor Stokes Kevin Gilmartin Jimmy Romell

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.

PUBLIC COMMENT

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:
 - *Koetter Fire Protection of Austin letter of appreciation for assisting with the District's staff fire protection systems training*
 - *2021 Texas Fire Chiefs Association Lonestar Achievement Award to Chief Ron Moellenberg*

CONSENT ITEMS

4. APPROVE MEETING MINUTES FROM THE APRIL 8, 2021 REGULAR MEETING AND THE MINUTES FROM THE APRIL 19, 2021 SPECIAL MEETING.
5. APPROVE CHANGES TO THE 401(A) AND 457(B) DEFERRED COMPENSATION PLAN DOCUMENTS REQUIRED BY THE INTERNAL REVENUE SERVICE;
6. APPROVE THE DESTRUCTION OF LISTED RECORDS BASED ON THE DISTRICT'S RECORD RETENTION SCHEDULE FROM THE TEXAS STATE LIBRARY AND ARCHIVES COMMISSION;

7. APPROVE FISCAL YEAR 2021 BUDGET AMENDMENTS;

A MOTION was made by Commissioner Turner to approve the consent items, Commissioner Howe made a SECOND to the motion; the motion carried unanimously.

REPORTS

8. COMMISSIONERS REPORT, INCLUDING RESPONSES TO INQUIRIES: *Commissioner Reyes mentioned he looks forward to having discussions about our energy infrastructure during strategic planning conference this summer. President Bessner asked the commissioners how they felt about returning to meeting in person. Commissioner Turner and Commissioner Reyes were open to returning in person after the planning meeting in July but would like to make sure any commissioner that would like to remain virtual has the option to do so.*
9. TREASURER’S REPORT: *Commissioner Howe explained a check for Capital Power was for the generator for Station 1. 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 Reyes made a SECOND to the motion; the motion carried unanimously.*
10. REPORT FROM THE DISTRICT’S FIRE CHIEF; Chief Moellenberg’s report was included in the board packet;
- *The Fire Chief had Victor Gonzalez walk the Board through the operations call volume dashboard on the District’s website.*
 - *The Fire Chief asked the Board to let him know when they would like to reschedule July’s board meeting because the planning session is also scheduled for that date. They tentatively set the date for July 15, 2021.*
 - *The Fire Chief updated the Board on the status of auto aide outside of Travis County.*
 - *The Fire Chief informed the Board that AP Triton is prepared to write a report for the City of Pflugerville that includes five options. In the report TCESD 2 will be one option, Austin Travis County EMS will be another option although it is the most expensive option for the City, and the least expensive option for the City will be to partner with a private ambulance service. The Fire Chief is not exactly sure what the report will say but AP Triton did say they think TCESD 2 has too many paramedics and is too well funded. The Fire Chief explained his stance on the number of paramedics the District has. He stated the District is a fire-based EMS system with a focus on safety of personnel. The District prides itself in not hurting or killing people on the job.*
 - *Commissioner Howe expressed his frustration in regard to AP Triton and the lack of consistency in examinations for each option presented to the City and the fact that the City didn’t hire a Texas based company that understands fire-based EMS and how ESDs work.*
 - *Commissioner Reyes has yet to read the report but plans to read it carefully with an open mind.*
11. 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 updated the Board on the status of the legislative session. Attorney Carlton has been helping administrative staff and executive leadership with issues as they arise. Commissioner Reyes asked about HB 639 and the effect it would have on the District. Attorney Carleton explained it would give ESDs authority to offer preventative healthcare services to reduce utilization of the 911 system.*

12. RECEIVE REPORT FROM THE PFLUGERVILLE FIREFIGHTER'S PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL #4137 AND CONSIDER TAKING RELATED ACTION; *Association representative Trevor Stokes expressed frustration on behalf of the union in regard to the comments made by the consultant from AP Triton. He reported the union is gearing up for City Council elections and is looking forward to bringing in new leadership. Mr. Stokes stated the union is aware of a letter that was sent from the Pflugerville Police Department's Association. Mr. Stokes stated the union has tried numerous times to reach out and build a relationship with the Association without success. Commissioner Reyes assured Mr. Stokes that he completely backs the firefighters and commits to focus on the outcomes of the report. Commissioner Turner thanked Mr. Stokes and the union for the work they did on the petition.*

DISCUSSION/ACTION ITEMS

13. DISCUSS AND CONSIDER ACCEPTING THE FISCAL YEAR 2020 AUDIT, AND TAKE ANY RELATED ACTION; *Finance Director Jessica Frazier asked our external auditor Jimmy Romell, of Maxwell, Locke & Ritter, go over the District's Fiscal Year 2020 audit. President Bessner inquired about the matter of a sole source contract bid. Mr. Romell explained we lacked the documentation showing we attempted to obtain three bids. Commissioner Reyes inquired about the requirement for the District to update our procurement policy to include the five procurement types. Ms. Frazier reported the policy was updated April 21, 2021. A MOTION was made by Commissioner Howe to accept the audit, Commissioner Reyes made a SECOND to the motion; the motion carried unanimously. Another MOTION was made by Commissioner Howe to authorize Staff to send the approved audit to the County as required, Commissioner Reyes made a SECOND to the motion; the motion carried unanimously.*
14. DISCUSS AND CONSIDER A PROFESSIONAL SERVICES CONTRACT TO PROVIDE COMMUNITY RELATIONS SUPPORT AND TAKE ANY RELATED ACTION; *Assistant Chief Perkins stated Cliff Avery will no longer be supporting community relations and thanked Cliff for all his hard work. Assistant Chief Perkins asked for approval to negotiate a contract with Touchstone Services from May 2021 to April 2022 not to exceed \$42,000. A MOTION was made by Commissioner Griffin, Commissioner Turner made a SECOND to the motion; the motion carried unanimously.*
15. DISCUSS AND CONSIDER APPROVING A CONTRACT FOR A TRAINING FIELD ARCHITECT, AND TAKE ANY RELATED ACTION; *Assistant Chief Perkins requested authorization to negotiate a contract with Martinez Architects for engineering and architectural fees not to exceed \$726,631 that was approved in the FY21 budget. A MOTION was made by Commissioner Turner, Commissioner Howe made a SECOND to the motion; the motion carried. Commissioner Griffin abstained.*
16. DISCUSS AND CONSIDER APPROVING A CONTRACT FOR THE STATION 2 SPRINKLER SYSTEM AND A RELATED BUDGET AMENDMENT, AND TAKE ANY RELATED ACTION; *Assistant Chief Perkins asked the Board to authorize Staff to negotiate and execute a contract with Braun and Butler, authorize the appropriation of \$330,000 for the Station 2 sprinkler project, and approve a FY21 budget amendment to increase the total capital expense by \$300,000, including approving a FY21 budget amendment to increase grant revenue by \$90,909.09 and transfer out of the General Fund to the Capital Fund. A MOTION was made by Commissioner Griffin, Commissioner Howe made a SECOND to the motion; the motion carried unanimously.*
17. DISCUSS AND CONSIDER A CONTRACT WITH PUBLIC CONSULTING GROUP FOR ADMINISTRATIVE SERVICES, AND TAKE ANY RELATED ACTION; *In an effort to recover more funds from our EMS programs, Staff requests approval to negotiate a contract with Public Consulting Group. Finance Director Jessica Frazier explained the services they would provide. Commissioner Griffin questioned if this would help fix a previously identified issue of not collecting funds; Ms. Frazier stated that it would. A MOTION was made by Commissioner Griffin, Commissioner Howe made a SECOND to the motion; the motion carried unanimously.*

18. DISCUSS AND CONSIDER APPROVING THE PURCHASE OF SELF-CONTAINED BREATHING APPARATUS, AND TAKE ANY RELATED ACTION; *Assistant Chief Perkins asked the Board for approval to purchase SCBA from Heat Safety in the amount of \$196,593.65. A MOTION was made by Commissioner Howe, Commissioner Turner made a SECOND to the motion; the motion carried unanimously.*
19. DISCUSS AND CONSIDER THE TRAVIS COUNTY ESD NO. 17 ELECTION RESULTS, AND TAKE ANY RELATED ACTION; *Attorney Carleton stated the County Commissioners have not appointed commissioners for ESD 17. The Board recommended a subcommittee of Mike Howe and April Griffin to coordinate ESD 17 matters. A MOTION was made by Commissioner Howe to establish the subcommittee, Commissioner Reyes made a SECOND to the motion; the motion carried unanimously.*
20. DISCUSS AND CONSIDER STRATEGIC PLANNING FOR THE DISTRICT RELATED TO FINANCIAL AND OPERATIONAL PROJECTIONS, INCLUDING:
 - a. REVIEWING PROJECTED GROWTH IN REVENUE, POPULATION, SERVICE DEMAND, AND IMPACT ON RESPONSE TIMES AND PROVISION OF SERVICE,
 - b. PRESENTING REPORTS FROM THE COMMISSIONERS CONCERNING COMMUNITY INTERACTIONS AND RELATIONS,
 - c. AND TAKE ANY RELATED ACTION; *No action was taken on this item.*
21. DISCUSS AND CONSIDER ACTIVITY IN SUPPORT OF OPERATIONS COMBATting THE COVID-19 PANDEMIC, AND TAKE ANY RELATED ACTION; *Commissioner Turner praised the District for having zero positive COVID cases as a result of on-duty exposure. No action was taken on this item.*
22. DISCUSS AND CONSIDER RETURNING TO IN-PERSON MEETING; AND TAKE ANY RELATED ACTION; *Commissioners agreed that the June 10 meeting will be held virtually and the July 15, 2021 regular meeting will be in-person; no further action was taken on this item.*

President Bessner adjourned the meeting at 7:51 p.m.
The next Board meeting is scheduled for June 10, 2021 at 6:00 p.m.

Respectfully Submitted By:

Rob Humphrey
Board Recorder