

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2
REGULAR MEETING MINUTES July 15, 2021

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, July 15, 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:

Mike Bessner Mike Howe Robert Turner April Griffin

Commissioners who attended via video conference:

Rico Reyes

The following persons were also in attendance:

Ron Moellenberg	Nick Perkins	Rob Humphrey	Jessica Frazier	Victor Gonzalez
John Carlton	Brian Fairbanks	Kevin Croegaert	Brian Lucas	AJ Stacer
Colin Joren	Mike Heath	Maggie Holman	Barbara Rush	

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: *There was no special recognition; no action was taken on this item*

CONSENT ITEMS

4. APPROVE MEETING MINUTES FROM THE JUNE 10, 2021 REGULAR MEETING AND THE JULY 8-10, 2021 SPECIAL MEETING;
5. APPROVE THE EARLY PAYOFF OF PARTICULAR DISTRICT LEASES AND LOANS, AND RELATED BUDGET AMENDMENTS;

6. APPROVE CAPITAL PROJECT FUNDING AND RELATED BUDGET AMENDMENTS;
7. APPROVE THE DISPOSITION OF PROPERTY AS LISTED;
8. APPROVE FY21 BUDGET AMENDMENTS AS PRESENTED;

President Bessner noted there was a typo on the agenda. It should say approve the FY21 budget amendments, not FY12. Commissioner Howe pointed out the ability to write off items on agenda item 5 was attributed to excess sales tax. A MOTION was made by Commissioner Howe to approve the consent agenda, Commissioner Turner made a SECOND to the motion; the motion carried.

REPORTS

9. COMMISSIONERS REPORT, INCLUDING RESPONSES TO INQUIRIES, INCLUDING:
 - a. COMMUNICATIONS WITH THE CITY COUNCIL OF PFLUGERVILLE PUBLIC SAFETY SUBCOMMITTEE; (GRIFFIN/HOWE); *There were no updates to report.*
 - b. TRAVIS COUNTY ESD COMMISSIONERS' COUNCIL REPORT; (BESSNER); *President Bessner thanked everyone involved in setting up the planning conference.*

Commissioner Howe mentioned ESD 17 had a meeting earlier in the day. ESD 17 accepted two petitions and set a public hearing on August 16, 2021 at 6:00 p.m. at the Wells Branch Community Center to hear from the community about annexing the City of Pflugerville and the ETJ.

10. TREASURER'S REPORT: *Commissioner Howe called attention to a check paid to BB&T for Government Finance, Finance Director Jessica Frazier explained. Commissioner Howe discussed the increase in sales tax how the increase is likely temporary. 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.*
11. REPORT FROM THE DISTRICT'S FIRE CHIEF; Chief Moellenberg's report was included in the board packet;
 - *The Fire Chief called attention to the increase in COVID in both Williamson and Travis counties. He stressed the importance of the COVID vaccine.*
 - *The Fire Chief stated all civilian staff are back in the office.*
 - *The Fire Chief stated the ILI (Influenza Like Illness) is well below the trend line.*
 - *The Fire Chief asked the Board whether they would prefer an electronic version of the meeting documents.*
 - *Commissioner Howe asked why Station 6 is taking so long to which the Fire Chief explained it is a permitting issue and that it has been a long process.*
 - *Commissioner Turner asked if there concerns with the supply chain for EMS supplies. The Fire Chief stated the District was well ahead and is well stocked.*
 - *The Fire Chief announced his retirement effective 9/30/2021 and submitted his letter of retirement to President Bessner.*
12. 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 reported he is following the petitions for ESD 17 and will report more on later agenda items.*

13. RECEIVE REPORT FROM THE PFLUGERVILLE FIREFIGHTER'S PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL #4137 AND CONSIDER TAKING RELATED ACTION; *PPFA Local 4137 Representative Brian Lucas stated the Association is excited about the petitions for ESD 17 and the fact that people will finally have a chance to vote. President Bessner thanked the Association for their participation and for the presentation given at the planning conference.*

DISCUSSION/ACTION ITEMS

14. DISCUSS AND CONSIDER APPROVING THE PURCHASE OF THE PRE-ENGINEERED METAL BUILDING AND ASSOCIATED ENGINEERING COSTS FOR STATION 6, AND TAKE ANY RELATED ACTION; *The Fire Chief asked the Board to approve negation and execution of a contract for a pre-engineered metal building, associated design, and engineering services in the amount of \$156,467 with Brown and Butler. Commissioner Howe asked about the timeline and cost increases. Colin Joren from Brown and Butler explained it takes approximately 20 weeks to receive the building and cost increases every two weeks. Colin suggests purchasing now to lock in current prices. Commissioner Griffin asked if this will offset any of the delays already experienced. Mr. Joren explained purchasing now will ensure the building is ready and delivered as soon as the pad is laid instead of the normal four week wait time that is typically experienced. Commissioner Griffin asked Mr. Joren if he anticipates building material prices to come down and we are possibly jumping the gun. Mr. Joren said while lumbar costs have gone down a little the end user has not seen the savings yet. Mr. Joren also stated steel is expected to continue to increase. Commissioner Reyes asked if there was any sacrifice in quality using a pre-engineered metal building, Mr. Joren said there is not. A MOTION was made by Commissioner Howe, Commissioner Reyes made a SECOND to the motion; the motion carried.*
15. DISCUSS AND CONSIDER APPROVING A PROFESSIONAL SERVICES CONTRACT TO PROVIDE INFORMATION TECHNOLOGY SERVICES, AND TAKE ANY RELATED ACTION; *The Fire Chief explained the current contract with IT Freedom for IT services was up for re-bid. Of the three bids received, IT Freedom's was the highest. The lowest bid was not considered because they were not able to meet all the specifications. The middle bid was from Contigo Technology and met all requirements. After research, Staff feels strongly Contigo Technology can meet all the needs of the District. The contract would include an upgrade to the current platform used and the amount is \$21,831 monthly or \$271,225 annually. Staff recommends Contigo Technology be selected as the District's IT vendor and the Board authorize staff to negotiate and execute a five-year contract for IT serviced with Contigo Technology. Commissioner Griffin asked if IT Freedom gave a reason as to why their rates drastically increased. Logistics Director Victor Gonzalez said they did not. Commissioner Griffin asked about rate increases in the past to which Mr. Gonzalez replied they have been under contract so the only increases came from the District adding staff. Commissioner Howe asked if a one-month transition period was enough. Mr. Gonzalez stated he and Contigo feel that should be enough time. Commissioner Reyes asked if Contigo's services include cyber security and if so, would there be any vulnerabilities during the transition. Mr. Gonzalez stated the contract would include cyber security and every effort will be made to not expose the network to any vulnerability during transition. Commissioner Turner inquired about the level of service, response times and ability to monitor our systems. Mr. Gonzalez is confident in the ability of Contigo as the systems they use are similar to what is currently being used. Commissioner Turner inquired about physically distant backups. Mr. Gonzalez explained the plan for servers and the location for data centers. A MOTION was made by Commissioner Griffin, Commissioner Howe made a SECOND to the motion; the motion carried.*
16. DISCUSS AND CONSIDER AN INTERLOCAL AGREEMENT TO PROVIDE ADMINISTRATIVE SERVICES TO TRAVIS COUNTY ESD NO. 17, AND TAKE ANY RELATED ACTION; *Attorney Carlton explained this is strictly for administrative services, not EMS. Attorney Carlton stated ESD 17's attorney, Howard Katz prepared the document and after reviewing he thinks it's fine to approve. A MOTION was made by Commissioner Turner, Commissioner Griffin made a SECOND to the motion; the motion carried.*
17. DISCUSS AND CONSIDER THE PROVISION OF EMERGENCY MEDICAL SERVICES IN FISCAL YEAR 2022, AND TAKE ANY RELATED ACTION FOR THE FOLLOWING AREAS:
- TO TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17;
 - TO CITY OF PFLUGERVILLE

- TO THE UNINCORPORATED AREAS OF TRAVIS COUNTY IN THE DISTRICT OUTSIDE OF TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17;

The Board went into Executive Session pursuant to Chapter 551.071 of the Texas Government Code for the purpose of consultation with legal counsel at 6:41 pm. The Board re-convened from Executive Session at 7:22 pm; no action was taken during Executive Session.

A MOTION was made by Commissioner Reyes directing Staff to send a letter to the City of Pflugerville confirming that ESD 2 intends to provide EMS advanced life support services to the City of Pflugerville and the ETJ at no cost through the end of 2021. Commissioner Griffin made a SECOND to the motion; the motion carried.

Public comment was made by Pflugerville City Council Member Mike Heath.

Assistant Chief Nick Perkins explained how the budget will be revised with the creation of ESD 17 and the anticipated tax rates. The commissioners asked several questions about the contract with the City and what happens if the election passes. Attorney Carlton explained that is an issue for ESD 17, not ESD 2.

A MOTION was made by Commissioner Turner to direct Staff to work with Attorney Carlton to develop an interlocal agreement with ESD 17 for the provision of ALS services and transport for consideration at a future meeting. Commissioner Griffin made a SECOND to the motion; the motion carried.

The Fire Chief reports the District has been in communication with Travis County and recommends extending ALS services through the end of 2021. Commissioner Turner made a MOTION to extend ALS transport services to unincorporated Travis County at no cost through 12/31/2021, and to develop an interlocal agreement with Travis County for continuation of services to the ETJ after 12/31/2021. Commissioner Griffin made a SECOND to the motion; the motion carried.

18. 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; *No action was taken on this item.*
19. DISCUSS AND CONSIDER ACTIVITY IN SUPPORT OF OPERATIONS COMBATting THE COVID-19 PANDEMIC, AND TAKE ANY RELATED ACTION; *Commissioner Howe asked about the expenses related to COVID. The Fire Chief stated COVID related expenses are just under half a million dollars. Attorney Carlton discussed federal reimbursement. No action was taken on this item.*

President Bessner adjourned the meeting at 7:43 p.m.
The next Board meeting is scheduled for July 29, 2021 at 6:00 p.m.

Respectfully Submitted By:

Rob Humphrey
Board Recorder