

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2
REGULAR MEETING MINUTES

April 14, 2022

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, April 14, 2022, 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

Commissioners who attended via Zoom: Rico Reyes

The following persons were also in attendance:

Rob Humphrey	Nick Perkins	Sequina Allen	Brian Fairbanks	John Carlton
Mark Moellenberg	Jim McDonald	AJ Stacer	Victor Gonzalez	Jessica Frazier
Kevin Gilmertia	Jimmy Ronch	Glen Smith	Rob Humphrey	

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, in the offices of the Travis County Emergency Services District No. 2 Headquarters, and on the District's website at <https://www.pflugervillefire.org/board-of-commissioners-agenda/>.

PUBLIC COMMENT

2. PUBLIC COMMENT: *No public Comment*

SPECIAL RECOGNITION

3. CELEBRATE SPECIAL RECOGNITION OF PERSONNEL FOR EXCEPTIONAL PERFORMANCE.
There was no special recognition, no action was taken.
Commissioner Bessner recognized the following individuals for their achievements:
Firefighter Cody Doyle promotion to Apparatus Specialist
Firefighter Mason Oakley promotion to Apparatus Specialist
Firefighter/Paramedic Terry Seidenberger to Apparatus Specialist
Firefighter/Paramedic Alan Ordieres - St. David's Medic of the Month
Firefighter/Paramedic Mathew Frederick - St. David's Medic of the Month
Firefighter Nicholas Wright - St. David's Medic of the Month

CONSENT ITEMS

4. APPROVE MINUTES FROM THE APRIL 14, 2022 REGULAR MEETING;
A MOTION was made by Commissioner Turner to approve the Consent Agenda, Commissioner Howe made a SECOND to the motion; the motion carried.

REPORTS

5. COMMISSIONERS' REPORTS, RESPONSES TO INQUIRIES, INCLUDING;
- COMMUNICATIONS WITH THE CITY COUNCIL OF PFLUGERVILLE PUBLIC SAFETY SUBCOMMITTEE; (GRIFFIN/HOWE)
Commissioner Bessner shared updates with Public Safety and felt that they should wait until the EMS award to meet again.

 - TRAVIS COUNTY ESD COMMISSIONERS' COUNCIL REPORT; (BESSNER)
There was no report.
6. RECEIVE REPORT FROM TRESURER AND CONSIDER TAKING RELATED ACTION INCLUDING APPROVAL OF MONTHLY BILLS AND INVOICES;
- A. APPROVAL OR FINANCIAL REPORT, INCLUDING PROCESSING OF PAYROLL;
- B. RECEIVE MONTHLY SLAES TAX ANALYSIS REPORT
- C. RECEIVE MONTHLY SALES TAX ANALYSIS REPORT;
- D. APPROVAL OF PURCHASES FOR ITEMS INCLUDED IN THE DISTRICT'S APPROVED BUDGET;

Commissioner Howe gave an overview of the checks and financial reports included in the packet. He noted there is confusion on the statement of the unallocated levels of cash. He congratulated Jessica Fraizer the Finance Director on her work.

A MOTION was made by Commissioner Howe to approve the reports; Commissioner Reyes made a SECOND to the motion; the motion carried

7. RECEIVE MONTHLY REPORT FROM THE FIRE CHIEF REGARDING EMERGENCY OPERATIONS, RESPONSE TIMES, CALL VOLUME, TRAINING, MANAGEMENT ACTIVITIES AND PERSONNEL TO INCLUDE:
- AN UPDATE ON THE DISTRICT'S EMS BILLING POLICY;

 - AN UPDATE ON THE DISTRICT'S PLANNING DEVELOPMENT;
 - AND CONSIDER TAKING ANY RELATED ACTION;

Chief Perkins discussed COVID updates and shared there is a backlog of COVID tests, but there are still tests available at no cost to the community through Curtive.. He also included the district's chronicle of Covid response over the past 2 years.

Chief Perkins discussed the connection with Station 7 Encore. The Station 8 is recurring and there is a building with utilities being connected now. The goal was to have the facilities up and running this month, but they will not be completed until this summer.

Chief Perkins discussed different billing structures to be considered after adequate funding from Travis County ESD No. 2 and their upcoming Interlocal agreement. . There is no action on billing at this time. There will be updates to strategic planning coming to the Board soon. It began with an internal survey, a series of small workgroups. He discussed threats related to cybersecurity based on the overseas threat and how to address gaps in cyber attack recovery. He discussed using a CSF audit from DoD contractors. Finally, he shared that cell phone networks are the real vulnerability.

Chief Perkins shared that they have the highest audits on financial updates and are transparent with finances and governance. Commissioner Turner asked about cloud-based systems, and Chief will check and verify this. Commissioner Howe shared his concern about risks due to response times in the community and believes this report is critical. Chief Perkins shared that they continue to get and investigate reports. He shared they have seen wildfire weather and receive requests daily.

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 stated the legislature is not in session, he has nothing to report.*

9. RECEIVE REPORT FROM THE PFLUGERVILLE PROFESSIONAL FIREFIGHTER' S ASSOCIATION, LOCAL NO. 4137 AND CONSIDER TAKING RELATED ACTION; *. There was no one here to present.*

DISCUSSION/ACTION ITEMS

10. DISCUSS AND CONSIDER ACCEPTING THE FISCAL YEAR 2021 AUDIT, AND TAKE ANY RELATED ACTION;
Kevin presented the Fiscal Year 2021 Audit. There is 26 million dollars in investments currently, with 1,7 million in liabilities. He discussed expenses, proceeds, and insurance claims. He discussed footnotes and shared there were no new accounting standards adopted this year. They are working with Jessica to assure the changes carry over to the next audit. Next, he spoke on capital assets, contracted services, touching on the agreement from ESD No. 17 and ESD No. 2 for administrative services, and noncompliance reports. Finally, he spoke on firefighter grants and discussions with management.

Commissioner Howe commented that delays for lack of expenditures deal with delays with the city's permitting process. Commissioner Turner asked about compensated absences. Kevin replied that it is similar to Paid Time Off.

A MOTION was made by Commissioner Bessner to approve the Fiscal Year 2021 Audit, Commissioner Turner made a SECOND to the motion; the motion carried

11. DISCUSS AND CONSIDER CONDUCTING THE ANNUAL REVIEW AND ADOPT A RESOLUTION OF THE INVESTMENT POLICY AND STRATEGIES, AND TAKE ANY RELATED ACTION;

Chief Perkins discussed the Rainy Day fund of 3.5 million and welcomed questions. They are requesting of 1.2 million transfer. Jessica shared that she would like to move money into the Edward Jones portfolio to invest in treasury notes that the federal government guarantees a higher rate of return. She updated that they now use Wells Fargo for banking and would like a dedicated account with FROST to have funds available. These investments are for CD's due to the public fund investment rules.

A MOTION was made by Commissioner Turner to approve the transfer of approximately 1,206,457 to tax pool to bring the balance to 3.5 million to serve as the dedicated investment for the Rainy Day fund, and to improve the transfer of 7.5 million to the Edward Jones and Frost Investment portfolio to serve as a third-level cash reserve, and thirdly, to establish a banking relationship with FROST with details of accounting approval for the future board meeting, Commissioner Howe made a SECOND to the motion; the motion carried.

A MOTION was made by Commissioner Turner to approve the pending legal review and concurrence of council the updated investment policy and approach recommended. Commissioner Howe made a SECOND to the motion; the Motion carried.

12. DISCUSS AND CONSIDER A REIMBURSEMENT RESOLUTION FOR STATION 7 EXPENSES, AND TAKE ANY RELATED ACTION;

Jessica Fraizer shared this will allow the team to move forward with the engineering project and be able to reimburse themselves in future funding not to exceed 10 million dollars. This is a tax-exempt provision.

A MOTION was made by Commissioner Turner to approve the reimbursement resolution for Station 7, Commissioner Howe made a SECOND to the motion; the Motion carried.

13. DISCUSS AND CONSIDER AWARDED A PURCHASE CONTRACT FOR A 2022 QUINT (AERIAL) APPARATUS AND FINANCING FOR QUINT AND OR/ REIMBURSEMENT RESOLUTION AND TAKE ANY RELATED ACTION;

Chief Perkins shared that the Budget last year included the purchase of a Quint with a price increase of 16-18% within May 2022. The truck build time of seven months. It is significant due to supply chain issues with the building process. He shared this is on the lower end of an aerial truck. Commissioner Bessner emphasized that 1.4 plus is on the lower end. The current deployment plan puts the new truck at station 6. Additionally, the current Ferrar Aerial had significant mechanical issues. He has experience with Pierce Aerials and is tracking downtime and out-of-service time. Construction will start as soon as possible once the paperwork is sent.

A MOTION was made by Commissioner Howe to approve of the proposal to purchase a 2022 Quint Aerial for 1,448,622 to guarantee the price. Commissioner Howe amended to approve the reimbursement

plan. Commissioner Bessner accepted the amendment to secure the financing for approval of 4.6 million. and approve the rein, Commissioner Reyes made a SECOND to the motion; the Motion carried.

14. DISCUSS AND CONSIDER PURCHASE OF NEW EXTRICATION EQUIPMENT AND TAKE ANY RELATED ACTION;

Chief Perkins went over the extra equipment for the new ariel apparatus up to \$52,134 included in the FY22 Budget.

A MOTION was made by Commissioner Howe to approve the purchase of extrication equipment for a sum of \$52,134. Commissioner Turnner made a SECONDED the motion; the Motion carried.

15. DISCUSS AND CONSIDER THE PURCHASE OF SCBA EQUIPMENT AND TAKE ANY RELATED ACTION;

Chief Perkins shared this was also approved in the FY 2022 is funding for the replacement of SCBA equipment. This is a normal process to replace some part of equipment every year.

A MOTION was made by Commissioner Howe to approve the purchase of 16 SCBA from heat safety equipment for the total cost of \$170,989.88. Commissioner Reyes made a SECOND to the motion, the Motion carried.

16. DISCUSS AND CONSIDER APPROVING UPDATED FIRE CODE ADOPTION AND TAKE ANY RELATED ACTION;

Chief Perkins addressed the edits to the updated fire code and sprinkler systems. John Carlton address new draft of the appeal process that is posted on our website.

A MOTION was made by Commissioner Turner to approve the 2021 updated fire code adoption as presented by staff and council, Commissioner Howe made a SECOND to the motion; the Motion carried.

17. DISCUSS AND CONSIDER AUTHORIZING THE PURCHASE OF COMMAND AND SUPPORT VEHICLES AND TAKE ANY RELATED ACTION;

The first vehicle could arrive by the beginning of March of next year.

A MOTION was made by Commissioner Howe to approve the purchase of 4 command vehicles and 1 support van not to exceed the amount of 310 K as allocated in the FY 22 budget. Commissioner Reyes made a SECOND to the motion; the Motion carried.

18. DICUSS AND CONSIDER STRATEGIC PLANNING FOR THE DISTRICT RELATED TO FINANCIAL AND OPERATIONAL PROJECTIONS, INCLUDING;

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

Commissioner Bessner shared that he felt the community impact was excellent but felt that the report did not cover the Acadian incident adequately.

19. DISCUSS AND CONSIDER THE PROPOSED PROVISION OF EMERGENCY MEDICAL SERVICES TO OTHER GOVERNMENTAL ENTITIES AND TAKE ANY RELATED ACTION; *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 7:19 pm. The Board re-convened from Executive Session at 7:39 pm; no action was taken during Executive Session. Chief Perkins requested to purchase a mobile structure. The cost of the structure will not exceed 110,000.00. Commissioner Turner made a MOTION to approve the purchase, Commissioner Reyes 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; *There was nothing to report, no action was taken on this item.*

President Bessner adjourned the meeting at 7:40 p.m.
The next Board meeting is scheduled for May 13, 2022 at 6:00 p.m.

Respectfully Submitted By:

Sequina Allen
Board Recorder