

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2

REGULAR MEETING MINUTES

OCTOBER 13, 2022

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, October 13, 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 April Griffin

Commissioners who attended via Zoom: Rico Reyes

The following persons were also in attendance:

Nick Perkins AJ Stacer Sequina Allen Brian Fairbanks Victor Gonzalez

Jessica Frazier Josh Stubblefield John Carlton Tory Thompson Glen Smith

Chuck Brotherton Danny Huckabay Chasaly Huckabay Don Geer

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.
Danny Huckabay- Letter of Appreciation for his service to the District

Jeremy Ayers- Recognize his invitation to the US Presidential Summit on Fire Prevention and Control
Mark Moellenberg-Letter of Achievement completing the Texas Fire Chiefs Association fire Chief's Academy

AJ Stacer promotion to Assistant Fire Chief

Dan Berger promotion to Assistant Fire Chief

Michael Anderson promotion to Deputy Assistant Fire Chief

CONSENT ITEMS

4. APPROVE MINUTES FROM THE SEPTEMBER 8, 2022 REGULAR MEETING, MAY 31, 2022 SPECIAL MEETING, AND JULY 22-23 WORK SESSION MINUTES;
Minutes on May 31st and July 22-23 minutes are not ready yet.

5. APPROVE FY23 BUDGET AMENDMENTS;

6. APPROVE PAYMENT OF THE AFD DISPATCH SERVICES INVOICE;

Commissioner Howe moved and Commissioner Griffin seconded to approve the consent items as amended.

REPORTS

7. COMMISSIONERS' REPORTS, RESPONSES TO INQUIRIES, INCLUDING;
- COMMUNICATIONS WITH THE CITY COUNCIL OF PFLUGERVILLE PUBLIC SAFETY SUBCOMMITTEE; (GRIFFIN/BESSNER)
No report.
 - DISTRICT PUBLIC RELATION COMMITTEE (HOWE/GRIFFIN)
Commissioner Howe shared there was a successful Night Out.
 - TRAVIS COUNTY ESD COMMISSIONERS' COUNCIL REPORT; (BESSNER)
The next meeting will be in person date of meeting will be forthcoming.

8. RECEIVE REPORT FROM TREASURER 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 updated the financial report cash balances and noted they are drawing down quickly as stations are progressing. Sales tax is up 11% from last year and is leveling off. He is not anticipating rapid growth in housing costs. Commissioner Howe moved, and Commissioner Griffin seconded to approve the financial report, monthly sales tax analysis report, and the purchases of items included in the district's approved budget. Motion passed unanimously.

9. 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 the National Night Out and discussed smoke alarms. The temporary building at Station 7 is operational; Chief Perkins also shared they are working on improving the district response times. The district is currently running the ongoing second civilian cadet program, discussed dealing with climate change from FEMA and lessons learned from surveillance. He lastly mentioned the high-level summary from the community risk assessment. They are on pace for 12,000 plus calls this year. He discussed the call types and shared they will bill for false alarms. He shared that national fire deaths are going off and discussed fire code buildings. The full report will be available next month. Chief Perkins finally discussed EMS billing and shared they will be making an amendment to their policy in regard to a non-resident personal bill

10. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S LEGAL COUNSEL REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION;

TML has negative legislation, and they will work with the state to mitigate the effects.

11. RECEIVE REPORT FROM THE PFLUGERVILLE PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL NO. 4137 AND CONSIDER TAKING RELATED ACTION;

Josh Stubblefield shared that the Collective Bargaining Agreement took effect October 1st and felt this was one of the most seamless process. There is growth coming to the district with the new Station 7. The legislative session will be upcoming. He shared that the Firefighter association Local No 4137 will be volunteering at the community thanksgiving dinner next month.

DISCUSSION/ACTION ITEMS

13. DISCUSS 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 CONSIDERING COMMUNITY INTERACTIONS AND RELATIONS,
- AND TAKE ANY RELATED ACTION;

Chief Perkins discussed mergers and partnerships upcoming and is beginning a finalized scope of work.

12. DISCUSS AND CONSIDER PRICING FOR GMP#1 FOR STATION 7 AND TRAINING FIELD AND TAKE ANY RELATED ACTION;
Chief Perkins discussed the pricing and overviewed the details. The group recommended the approval of GNP 1. Construction would not start until the building permit and when GNP 2 is approved in December. Material escalation and labor availability are ongoing issues. He recommended ordering Fire Props soon as the material escalation will be worse later. Lead time is also a strong factor in construction. Switch gear is also an issue. Chief Perkins ask is to approve the 14.7 for GNP 1, but the invoice won't be sent out until the end of the year. Construction will take about 16 months from start to finish. Commissioner Howe shared he is good with the project as long as they have the funds. Commissioner Griffin moved, and Commissioner Turner seconded to approve the GNP 1 in the amount of 14,708,262.
13. DISCUSS AND CONSIDER PRICE ESCALATION AND PERFORMANCE AND PAYMENT BOND FOR GENERATOR AND TAKE ANY RELATED ACTION;
Chief Perkins discussed the additional cost of \$4,850.00 to the original contract of \$184,897.00 with PG Electric. It will have additional cost engineering as well. He asked for the increase to \$23,230.00 for the replacement of the admin and central supply. Commissioner Turner moved and Commissioner Griffin seconded to approve the escalation for generator. Motion passed unanimously.
14. DISCUSS AND CONSIDER TAKING ACTION ADDITIONAL COST FOR STATION 2 SPRINKLER SYSTEM AND TAKE ANY RELATED ACTION;
Chief Perkins discussed the additional \$130,260.00 for additional engineering fees for the storm drain. Commissioner Howe moved and Commissioner Griffin seconded. Motion passed unanimously
15. DISCUSS AND CONSIDER A CONTRACT FOR A NEW ENTERPRISE RESOURCES PLANNING SYSTEM AND TAKE ANY RELATED ACTION;
Chief Perkins discusued the new system and shared the details of the new contract. Don Bates discussed the contract and testing of the new financial system. Commissioenr Turner requested their SAS 70 report and FEDRAMP qualifications or other governmental approvals of security and vulnerabilities. No action was taken, will continue discussion on this item next month.
16. DISCUSS AND CONSIDER A PURCHASE OF A COMMAND VEHICLE AND TAKE ANY RELATED ACTION;
Chief Perkins shared that they are using \$75,000.00 with Far West Vehicles under buyboard contract 603-20 to ensure all command vehicles are four wheel drive. Chevy SSV Tahoe. The vehicle is on property. Commissioner Howe moved and Commisssoner Reyes seconded
17. DISCUSS AND CONSIDER THE LANDSCAPE REMEDIATION FOR THE STATION 6 WASTEWATER LINE ALONG WEISS LANE AND PLEASANTON PARKWAY AND TAKE ANY RELATED ACTION;
Chief Perkins discussed the removal of trees near the Fire Station 6. Our contractor Braun and Butler Construction has received numerous bids to replace the trees. The lowest bid amount is 80,996 to return areas impacted to their original condition. Commissioner Howe moved and Commissioner Reyes seconded. Motion passed unanimously.

18. DISCUSS AND CONSIDER THE 2022 FIRE PREVENTION WEEK RESOLUTION AND TAKE ANY RELATED ACTION;

Chief Perkins pointed out that Assistant Chief Dan Berger has been working hard to receive a proclamation drafted from the Mayor of Pflugerville and Travis County recognizing fire prevention week. There is no action needed to be taken.

19. DISCUSS AND CONSIDER ACTION RELATED TO THE FIRE CODE AND TAKE ANY RELATED ACTION; *Chief Perkins shared the fire code has been updated and began conversations with the Austin fire department. Other Emergency Services Districts's are beginning to enforce a certain fire code.*

20. DISCUSS AND CONSIDER ACTIVITY IN SUPPORT OF OPERATIONS COMBATTING THE COVID-19 PANDEMIC, AND TAKE ANY RELATED ACTION;

Chief Perkins shared that positivity rates for COVID are going down, but there is also the flu. He emphasized they are still monitoring the situation.

21. DISCUSS AND CONSIDER THE PROPOSED PROVISION OF EMERGENCY MEDICAL SERVICES TO OTHER GOVERNMENTAL ENTITIES, COST ALLOCATION, AND TAKE ANY RELATED ACTIONS;

Chief Perkins reported the District had a meeting Travis County regarding the Interlocal Agreement, The District identified some mistakes on the document and our Counsel is currently working on the changes and will share the edits with Travis County. No action needed

22. DISCUSS AND CONSIDER ANNUAL FIRE CHIEF EVALUATION AND TAKE ANY RELATED ACTION; *At 8:06 p.m., Commissioner Bessner stated that the Board would convene in Executive Session to receive discuss personel matter with the District's attorney regarding matters on the agenda. At 9:11 p.m., Commissioner Bessner reconvened the Board in open meeting, and stated that no action was taken in Executive Session.*

President Bessner adjourned the meeting at 9:12 p.m.

The next Board meeting is scheduled for November 10, 2022 at 6:00 p.m.

Respectfully Submitted By:

Sequina Allen
Board Recorder