

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2

REGULAR MEETING MINUTES

MARCH 9, 2023

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, March 9, 2023, 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 Zoom:

Rico Reyes

Commissioners who attended:

Mike Howe Robert Turner April Griffin Randy Reese

The following persons were also in attendance:

Nick Perkins Mark Moellenberg Sequina Allen Brian Fairbanks AJ Stacer

Jessica Frazier Tory Thompson John Carlton Michael Anderson

1. THE MEETING *was called to order by Commissioner Reyes at 6:02 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.
 - *Battalion Chief Tory Thompson-Earned Chief Fire Officer designation by the Center For Public Safety Excellence*

CONSENT ITEMS

4. APPROVE A RESOLUTION FOR THE DISPOSITION OF SALVAGE AND SURPLUS PROPERTY ITEMS;

Chief Perkins shared that they are getting rid of old computers, tv, radio equipment, office chairs, and a truck.

Commissioner Turner Howe and Commissioner Reese seconded. The resolution passed unanimously.

REPORTS

5. COMMISSIONERS' REPORTS, RESPONSES TO INQUIRIES, INCLUDING:
 - COMMUNICATIONS WITH THE CITY COUNCIL OF PFLUGERVILLE PUBLIC SAFETY SUBCOMMITTEE; (GRIFFIN)

No report was given.

- DISTRICT PUBLIC RELATION COMMITTEE (HOWE/GRIFFIN)

No Report was given

- TRAVIS COUNTY ESD COMMISSIONERS' COUNCIL REPORT;

Commissioner Howe and Griffin reported the legislative issues have been raised at the Commissioner's Council. There is ongoing discussion about the city's relationship with the fire marshall.

6. RECEIVE REPORT FROM TREASURER AND CONSIDER TAKING RELATED ACTION INCLUDING:

A. APPROVAL OF MONTHLY BILLS AND INVOICES;

B. APPROVAL OF FINANCIAL REPORT, INCLUDING PROCESSING OF PAYROLL;

C. RECEIVE MONTHLY SALES TAX ANALYSIS REPORT;

- A. APPROVAL OF PURCHASES FOR ITEMS INCLUDED IN THE DISTRICT'S APPROVED BUDGET;

Commissioner Howe introduced the financial and payroll report. Sales tax is up 20% from the December report. The Station 2 Sprinkler system project is nearly completed.

Commissioner Howe moved and Commissioner Griffin seconded to approve treasurer's report and related items. Motion passed unanimously.

1. 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 shared his report. He discussed recent disasters and the recent thunderstorm. He discussed the recent discussions from Dr. Z with the Allegiance director. He discussed changes to AutoAid and shared Austin had renewed faith to work with Travis County. The Commissioners discussed the number of firefighters and paramedics needed on a scene. He shared they are at a 3-minute response time. Commissioner Turner shared this is due to staffing at the sheriff and law enforcement agencies who are experiencing shortages impacting response times.

7. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S LEGAL COUNSEL REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION;
CAUSE NO. D-1-GN-23-000748; DAVID ROGERS, JENNIFER PAKENHAM, AND KRISTI POWELL, PLAINTIFFS V. TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 BOARD, DEFENDANT
This will be discussed in an executive session.
8. RECEIVE REPORT FROM THE PFLUGERVILLE PROFESSIONAL FIREFIGHTERS ASSOCIATION, LOCAL NO. 4137 AND CONSIDER TAKING RELATED ACTION;
Not discussed.

DISCUSSION/ACTION ITEMS

9. 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 shared the cost-of-service study. The draft of the report will be available in 2 weeks.*
10. DISCUSS AND CONSIDER AN RFP FOR 3 YEARS OF ELECTRICITY SERVICE AND TAKE ANY RELATED ACTION;
Chief Perkins shared this contract was due in February and sent to Reliant, proposing 5.42 cents per kilowatt/hr. Board action is to request a contract service for Reliant as included in the budget. Commissioner Howe asked if Reliant serves Station 2. Chief Perkins replied it does. Commissioner Howe moved and Commissioner Griffin seconded to approve the RFD Contract. The motion passed unanimously.
11. DISCUSS AND CONSIDER THE PURCHASE OF MOBILE RADIOS AND ASSOCIATED EQUIPMENT AND TAKE ANY RELATED ACTION;
Chief Perkins shared the budget was \$87,000 for the budgeted purchase and asked for \$84,045.18 for mobile radio equipment. Commissioner Griffin moved and Commissioner Reese seconded the motion. Motion passed unanimously.
12. DISCUSS AND CONSIDER GMP 2 FOR STATION 7/TRAINING FIELD PROJECT AND TAKE ANY RELATED ACTION;

Chief Perkins shared that many architects are here for the meeting. Chief Perkins shared that they will discuss \$12,708,326 as a combined total with GNP 1 as \$27,416,588. This is a 15% increase from project GNP. They are anticipating \$415,000 additional testing costs.

Steve Norman, Core Construction, discussed the updates to GNP 2. This will improve on the existing structure with an educational building and site work, He discussed procurement packages, earthwork, and utility work packages. NTE 27 million is the maximum price, and they will continue to look for cost-savings opportunities. The package includes the remainder of the site work items. Landscaping, fencing, NEP systems, special systems, and escalation allowance of 95,000. A schedule is included starting today with Board approval. They are awaiting the building permit (4 weeks) and expect the project to be complete in September 2024.

Commissioner Reyes asked what is the percentage required for the designation “substantial completion.” Steve Norman replied that to reach substantial completion is when the building can be occupied.

Ms. Frazier shared that they are using cash and debt-funded.

Commissioner Turner shared that Core Construction was concerned about electrical equipment lead times last September. Steve Norman shared he is concerned about the electrical switch gear lead time. Currently, there is a lead time of 82 weeks. They are looking to use a switch gear without a transformer to cut the lead-time to 42 weeks. The remainder of the components are readily available and should pose no problem.

Commissioner Turner moved and Commissioner Howe seconded to approve the GNP 2 motion. Motion passed unanimously.

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

No updates were given.

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

Chief Perkins shared they are working on an RFP.

Commissioner Howe asked about the unallocated Covid funds for the County. Chief Perkins answered that they are close to 3-4 million, that would cover the cost of the ESD encryption radios.

Executive Session to discuss personnel matters with the District’s attorney regarding matters on the agenda;

At 6:46 p.m., The Board went into Executive session for the purpose of discussing personnel matters (Section 551.074);

At 7:42., Commissioner Griffin reconvened the Board in open meeting, and stated that no action was taken in Executive Session.

Chief Perkins shared they are bringing Ed King back for another meeting along with supporting information in April.

President Reyes adjourned the meeting at 7:42 p.m.
The next Board meeting is scheduled for April 6, 2023, at 6:00 p.m.

Respectfully Submitted By:

Sequina Allen
Board Recorder