

**TRAVIS COUNTY**  
**EMERGENCY SERVICES DISTRICT NO. 2**  
**REGULAR MEETING MINUTES**

**JUNE 7, 2023**

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The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Wednesday, June 7, 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            April Griffin            Randy Reese            Robert Turner

The following persons were also in attendance:

Nick Perkins	AJ Stacer	Sequina Allen	Brian Fairbanks	Jessica Frazier
Kara DiClemente	Michael Anderson	Machelle Allen	Monica Harrison	Rebecca Marrs
Jeremy Ayers	Nicholas Brindle	Kay Freitas	Daniel Bearden	Mark Weiner

1. THE MEETING *was called to order by Commissioner Griffin 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.
  - *Firefighter/EMT Jeremy Ayers certificate of achievement – Bachelor’s Science Degree*
  - *Special Recognition to the District Finance department of Fiscal year 2022 audit;*

- *Special recognition to District personnel recognized by PFISD High School Programs;*

### CONSENT ITEMS

4. APPROVE MINUTES FROM THE MAY 11, 2023 MEETING;
5. APPROVE A RESOLUTION OF TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 AUTHORIZING SALE OR DISPOSAL OF SALVAGE PROPERTY;
6. APPROVE A CORRECTION TO THE CONSTRUCTION CONTRACT APPROVAL FOR THE CENTRAL SUPPLY MODIFICATION PROJECT;

*Commissioner Howe moved and Commissioner Turner seconded to approve the consent items. The motion passed unanimously.*

### REPORTS

7. COMMISSIONERS' REPORTS, RESPONSES TO INQUIRIES, INCLUDING;
  - COMMUNICATIONS WITH THE CITY COUNCIL OF PFLUGERVILLE PUBLIC SAFETY SUBCOMMITTEE;
  - DISTRICT PUBLIC RELATION COMMITTEE
  - TRAVIS COUNTY ESD COMMISSIONERS' COUNCIL REPORT;

*Commissioner Howe shared they were invited to the Commissioner's Court for recognition and noted the Trevillion called out ESD 2 specifically and praised the District. The Public Safety meeting will take place June 17<sup>th</sup>. Chief Perkins and a few others are attending a rotary meeting in July.*

8. RECEIVE REPORT FROM TREASURER AND CONSIDER TAKING RELATED ACTION INCLUDING:
  - A. APPROVAL OF MONTHLY BILLS AND INVOICES;
  - B. APPROVAL OR FINANCIAL REPORT, INCLUDING PROCESSING OF PAYROLL;
  - C. RECEIVE MONTHLY SALES TAX ANALYSIS REPORT;
  - D. QUARTERLY INVESTMENT REPORT;
  - E. APPROVAL OF PURCHASES FOR ITEMS INCLUDED IN THE DISTRICT'S APPROVED BUDGET;

*Commissioner Howe gave an overview of the checks and financial report and noted sales tax is up 6% and added that Payroll had a high use of overtime in May;*

*Commissioner Howe moved and Commissioner Reese seconded to approve the treasurer's report. The 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 noted he has spent a large amount of time in the legislature and shared that the ESD chiefs are at the Capitol on a regular basis and hope to have work conducted year-round. He discussed a policy change with the Austin EMS regarding dispatch to alleviate demand on ambulances. He noted ESD 2 was not included in the city of Austin’s initiative to hire a mid-level provider, and noted their district is prepared to do it on their own. He hopes to have news by July. Travis County has requested another meeting with Austin EMS and hopes to find a resolution. Chief Perkins had no updates regarding Allegiant. He noted they have not increased their rates for the city of Pflugerville for 12 years. A councilmember shared that the city would have to hire a full-time staff and spend more money on plan reviews. This legislation did not advance.*

10. 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

*John Carlton shared that the legislative session is over and noted that they will discuss the impact of some legislation and litigation in a closed session.*

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

### **DISCUSSION/ACTION ITEMS**

12. 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 planning conference is coming up on the 27-28th, and that Commissioner Turner has a schedule conflict on that date. Commissioner Reyes added that the conference should go on as scheduled. Chief Perkins added that on September 13th, the firefighters are meeting on the same day as a scheduled board meeting, and the Commissioners agreed to have both meetings on the same day.*

13. DISCUSS AND CONSIDER THE PURCHASE AND INSTALLATION OF OFFICE FURNITURE AT THE ADMINISTRATION BUILDING AND TAKE ANY RELATED ACTION;

*Chief Perkins shared this will accommodate the growth of the fire department. The action is to negotiate a contract with McCoy Rockford commercial for the purchase and delivery of furniture to the administration building and de-installation of existing furniture;*

*Commissioner Howe moved and Commissioner Reyes seconded to approve the purchase of office furniture for the administration building. The motion passed unanimously.*

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 that Chuck Brotherton had submitted their proposal and shared there would be no escalation beyond 3%;*

*No action at this time.*

*The Board went into executive session at 6:54 PM.*

*The Board adjourned from the executive session at 8:00 PM.*

Vice President Griffin adjourned the meeting at 8:01 p.m.

The next Board meeting is scheduled for July 13, 2023 at 6:00 p.m.

Respectfully Submitted By:

Sequina Allen  
Board Recorder