

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2
REGULAR MEETING MINUTES

OCTOBER 12, 2023

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday October 12, 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: Randy Reese Robert Turner Mike Howe

The following persons were also in attendance:

Nick Perkins Mark Moellenberg Sequina Allen Victor Gonzalez Jessica Frazier
Michael Anderson Ashely Hackstock Robert Ortiz

PUBLIC COMMENT

1. THE MEETING *was called to order by Assistant Board Treasurer Commissioner Turner at 6:01 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.
 - *Special recognition article to the District from Fire Sprinkler Saves!*
 - *Letters of appreciation to Pflugerville ISD for their assistance with the 9/11 climb;*
 - *Deputy Assistant Chief Michael Anderson-Earned “Chief Fire Officer” (CFO) designation award from the Commission on Professional Credentialing (CPC);*

- *Special recognition email to the District for the completion of Texas Department of State Health Services EMS vehicle inspection audit;*
- *Robert Ortiz-Letter of Achievement completing the Texas Fire Chiefs Association fire Chief's Academy*

CONSENT ITEMS

4. APPROVE MINUTES FROM THE AUGUST 10, 2023 MEETING;
5. APPROVAL OF A CONTRACT FOR PUBLIC RELATIONS AND COMMUNITY COMMUNICATIONS WITH ECPR;
6. APPROVE BUDGET AMENDMENT;
7. APPROVE COST INCREASE AMENDMENT TO ILA WITH ESD17 FOR ALS AND ADMINISTRATIVE SUPPORT;
8. APPROVE CITY OF AUSTIN JULY-SEPTEMBER DISPATCH INVOICE;
Commissioner Howe moved and Commissioner Reese seconded to approve the consent items. The motion passed unanimously.

REPORTS

9. 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 Turner discussed the National Night Out program with the District Public Relations Committee and noted it was a successful event. The Commissioner's Council meets at 9:00 p.m. on October 21st, 2023, in the same room.*

10. 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 discussed the sales tax and noted it has declined 4%, the report for tomorrow will show an increase of 8%. He discussed payroll for \$1,050,000.00 on October 13th and \$1.1 million for firefighter training and overtime expenses.*

Commissioner Howe moved and Commissioner Reese seconded to approve the financial report.

11. 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 Fire Prevention Month and updated that Station 6 has been completed. The Chief also discussed the Strategic Planning Meeting from last month. He noted that the ongoing communication problem with Austin EMS was a prevalent topic during the meeting and remained a shared concern among attendees. The strategy is currently at a staff level. Chief Perkins discussed the upcoming Samsung campus close to Station 9, which is looking at a workforce of around 85,000 people. The workers will have time requirements, and some will be looking to move to Pflugerville. The commissioners discussed being able to properly manage the hazardous equipment associated with technological production and discussed potential impacts to the community.

Chief Perkins added they are at the end of the wildfire season and are conducting reviews. They filled the CRC position at ESD 2, and ESD 6 is looking to hire this position as well. The position is solely dedicated to larger, more widespread disasters.

Chief Perkins presented an update concerning his meeting with the Police Chief of Austin and their attorney to discuss the recent removal of ESD 2 from certain calls. He noted that the meeting was not productive as they did not receive a complete explanation as to why the action to remove ESD 2 was taken. Chief Perkins commented that this procedure is not enacted upon the majority of other fire departments and therefore is not a precedent that should be applied to ESD 2.

Chief Perkins discussed a meeting with US Fire Services and noted they discussed cooking safety, along with the US Fire Administrators. He explained that this office highlights issues such as funding, training, equipment, and climate, and he noted that he was impressed by the level of engagement by the federal government.

Chief Perkins shared important upcoming dates for community events including: October 14th, 2023 is the Chamber of Commerce Expo starting at 10:00 a.m., and October 28th, 2023 is the Station 6 Grand Opening Ceremony and Open House event with an invitation extended to the whole Pflugerville community.

12. 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 item will be taken in a closed session.

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

DISCUSSION/ACTION ITEMS

14. RECEIVE AN UPDATED REPORT FROM ASSISTANT CHIEF BERGER REGARDING ONGOING FIRE CODE ISSUES, DISCUSS AND CONSIDER TAKING ACTION;
Assistant Chief Berger discussed growth in the district and presented an update on the Risk Reduction Program, including the legal enforcement process with fire code violations in the community. He discussed properties with ongoing violations such as the Fleischer Abandoned Property. He shared that they've seen an increase of activity and calls in the area surrounding this property due to its condition, especially concerning grass fires. Assistant Chief Berger explained that this property's violations threatened nearby single-family residences and discussed steps to bring it into compliance with the fire code.

He also presented code violations found in the local nightclub Perfect 10 and noted specific concerns such as limited lighting, which would affect occupants' ability to be aware of and respond to emergencies. Inspectors have given Perfect 10 eighteen months to make changes to their building to comply with the fire code.

Club Miami has some issues with their permitting process and are required to reduce occupant load until permit requirements are met. Inspectors have given them until December to get a sprinkler system and complete their permits.

Colette, another nightclub, was also found to be in code violation. Because they have a demonstrated history of compliance with the fire code, they have been allotted more time to update their property.

Conder, a dog boarding kennel facility, was working to comply with multiple fire codes. Assistant Chief Berger noted that the city enforcement process is not as rigorous as that of ESD 2, which led to Conder being out of compliance within our jurisdiction. He shared that the Risk Reduction department will continue to improve and innovate methods to reach local businesses and assist them in becoming compliant with the local fire code.

Assistant Chief Berger also explained the code violation appeal process and shared that entities can appeal by writing a letter to the board within a certain number of days. Information concerning the appeals process is available online.

15. DISCUSS AND CONSIDER FOR CAPITAL PURCHASE OF VEHICLES AND TAKE ANY RELATED ACTIONS;

Chief Perkins added these units are included in the FY24 budget and replacements of vehicles are contingent on early Board approval in order to mitigate supply chain issues. District staff has requested \$410,000.00. Items requested are 1 Battalion chief truck and equipment, 1 cargo van and truck chassis and equipment, and 1 risk reduction truck chassis and equipment.

Commissioner Howe moved and Commissioner Reese seconded to approve the purchase. The motion passed unanimously.

16. DISCUSS AND CONSIDER STATION 6 CONSTRUCTION PROJECT FOR A CUT OVER ON WEISS LANE PROJECT AND TAKE ANY RELATED ACTION;

Chief Perkins updated that operation of the facility can now begin, and it has been noted that the station will need a left turn cut-out to ensure smooth flow of traffic into the station. They are currently in the design process. The city requested a cut-out further south. Once permits are given, they request NTE \$650,000.00 for this project. These funds were not included in the FY24 budget, and a budget extension will be presented at the November Board meeting. The request is to ask commissioners to begin negotiations on the project.

Commissioner Howe moved and Commissioner Reese seconded to approve the project. The motion passed unanimously.

17. 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 concerning community interactions and relations,
- and take any related action;

No report.

18. 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 ESD 17 approved the ILA.

19. DISCUSS AND CONSIDER ANNUAL FIRE CHIEF EVALUATION AND TAKE ANY RELATED ACTION;

This item will be discussed at a different meeting.

The Board went into executive session at 7:10PM.

The Board adjourned from the executive session at 8:03 PM.

Assistant Board Treasurer Robert Turner adjourned the meeting at 8:04 p.m.

The next Board meeting is scheduled for October 12, 2023 at 6:00 p.m.

Respectfully Submitted By:

Sequina Allen
Board Recorder