

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2

REGULAR MEETING MINUTES

MARCH 14, 2024

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday March 14, 2024, 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

Rico Reyes

The following persons were also in attendance:

AJ Stacer John Carlton Sequina Allen Amanda Bartlett Jessica Frazier

Ricardo Martinez Michael Anderson Ricardo Martinez Chuck Brotherton

1. CALL REGULAR MEETING TO ORDER. *The meeting was called to order by Board President Commissioner Reyes 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. *Mr. Mater was recognized for a lifesaving contribution for a citizen.*

CONSENT ITEMS

4. APPROVE REGULAR MEETING MINUTES FROM FEBRUARY 7, 2024;
5. APPROVE A RESOLUTION FOR THE DISPOSITION OF SALVAGE AND SURPLUS PROPERTY ITEMS;

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

REPORTS

6. 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;
Chuck Brotherton, Travis County Emergency Services Department, discussed a data agreement with various equipment that will be reimbursed from the county. Mr. Brotherton also briefly discussed the new county Fire Marshal, Gary Howell.

7. 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;
 - D. APPROVAL OF PURCHASES FOR ITEMS INCLUDED IN THE DISTRICT'S APPROVED BUDGET;
Commissioner Howe provided an overview of the budget and discussed the sales tax report
Commissioner Howe moved and Commissioner Reese seconded to approve the financial report, including payment of bills and invoices and processing of payroll. The motion passed unanimously.

8. RECEIVE MONTHLY REPORT FROM THE FIRE CHIEF REGARDING EMERGENCY OPERATIONS RELATED TO FIRE SUPPRESSION AND EMS, RESPONSE TIMES, CALL VOLUME, PERSONNEL STAFFING AND TRAINING, MANAGEMENT ACTIVITIES, COMMUNICATIONS AND PUBLIC INFORMATION ACTIVITIES, INCLUDING:
 - 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 a published article that addressed accessing money from the Trauma Fund to assist with the emergency worker shortage and for which reimbursement was available through the State's program run by DSHS. The fund covers some of the costs for paramedic classes and would cover some of the cost for the next cadet class. Chief Perkins shared that there is a small group with the Capelo Law Firm to find legislative answers listening to the HHS representatives and funded through Medicaid. He discussed working with Emergicon to update their billing structure to serve two different districts. Chief Perkins added that the providers admit they had difficulty on billing practices.*

Chief Perkins discussed emergency management preparedness for the upcoming Solar Eclipse and noted that a large population increase was expected. Chief Perkins discussed the delay in ambulance response time at 3 min 42 seconds delay, while it used to be 90 seconds, due to the issue with City of Austin call management process. He added that it has knocked ESD 17 out of ILA compliance. Chief Perkins discussed

a rumor about a county-wide overlay and contribution to Austin EMS funding. Mr. Carlton added that the overlay would not exist where ESD 17 exists, nor ESD 16.

Chief Perkins attended a meeting with Williamson County EMS, Cedar Park Fire, and Austin EMS for automatic aid ambulances. He added that the northern districts would be served better with this agreement. He discussed a 180 percent increase in call volume for FY 24 and urged consideration that they are paying Austin EMS for dispatch and how that is factored in.

Chief Perkins discussed the TIFMAS fire crew, their movements and response to the Smokehouse Creek Fire and further discussed their tremendous deployment for the fourth largest wildfire in the state.

Chief Perkins noted that cadet graduation is scheduled for next Friday at 2 PM with 40 cadets.

Commissioner Howe discussed the application that was submitted to the Comptroller for an open government compliance star. Chief Perkins added that Ms. Frazier was recognized as a subject matter expert by the Comptroller.

9. 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;

Item discussed later in the meeting, during executive session. No action.

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

DISCUSSION/ACTION ITEMS

11. DISCUSS AND CONSIDER A CONTRACT FOR SMOKE /CARBON MONOXIDE ALARMS FOR INSTALLATION IN THE COMMUNITY AND TAKE ANY RELATED ACTION;

Chief Perkins discussed a FEMA grant that was awarded in August of 2023 for installation of smoke / carbon monoxide alarms. Chief Perkins noted that he intends on targeting older homes in the community in each station's service area, which would cover a population of 11,000 residents. Installation timeline is estimated at 24 months for the cost of \$68,305.89.

Commissioner Howe asked what defines the age of a home, and Chief Perkins responded that he believes it is for homes over 30 years but that he will research the matter further.

Commissioner Howe moved and Commissioner Reyes seconded to approve the contract for the installation and associated costs. The motion passed unanimously.

At this time, the Board went into Executive Session to discuss ITEM 9 pursuant to Texas Government Code Section 551.071. Executive Session convened at 6:58 p.m. and ended at 8:23 p.m., at which point the regular meeting was re-convened. No action was taken during executive session.

12. DISCUSS AND CONSIDER THE PURCHASE OF NEW FIREFIGHTER PERSONAL PROTECTIVE EQUIPMENT (“PPE”) AND TAKE ANY RELATED ACTION;

Chief Perkins asked for the purchase of structural PPE for the cadet class for \$405,828, to be made through various vendors, noting that \$444,609 was included in the FY 24 budget and the remaining balance will be used to purchase other PPE items.

Commissioner Reyes asked why multiple vendors were needed. Chief Perkins responded that these items are exempt from bidding requirements because PPE wildlife gear is difficult to find.

Commissioner Howe moved and Commissioner Turner seconded to approve the purchase of new firefighter PPE. The motion passed unanimously.

13. DISCUSS AND CONSIDER THE PURCHASE OF A FIRE SUPPRESSION DOZER AND RELATED EQUIPMENT AND TAKE ANY RELATED ACTION;

Chief Perkins discussed the purchase of a dozer and related equipment, noting that this is the first dozer purchase in the District and the tow truck is included. He added that a dozer is a definitive tool to remove a fire, the purchase price will be \$331,472.50 and the truck bed and other accessories for \$568,527.77 with a 3-5 month delivery time and reimbursement resolution.

Commissioner Reyes moved and Commissioner Turner seconded to approve the purchase and related equipment. The motion passed unanimously.

14. REVIEW RECORDS MANAGEMENT PROGRAM AND DISCUSS AND CONSIDER ADOPTING CHANGES AS APPROPRIATE;

Mr. Carlton stated that the form needs to be filed with the state. No action taken.

15. 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.

16. 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 the county's budget process starts earlier and that Chuck Brotherton has already reached out about an ILA. Chief Perkins then discussed adding a second ambulance in order to hit the priority 1 or 2 threshold.

No action taken.

17. ADJOURN THE MEETING;

Board President Commissioner Reyes adjourned the meeting at 8:37 p.m. The next Board meeting is scheduled for April 12, 2024 at 6:00 p.m.

Respectfully Submitted By:

Sequina Allen
Board Recorder