

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2
REGULAR MEETING MINUTES
JANUARY 09, 2025

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday January 09, 2025, 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: April Griffin Randy Reese Mike Howe

Commissioners who attended via videoconference: Rico Reyes Robert Turner

The following persons were also in attendance:

Nick Perkins	John Carlton	Trevor Stokes	AJ Stacer	Jessica Frazier
Sequina Allen	Steven Blocker	Tory Thompson	Amanda Aguilera-Fairbanks	Spencer Johnson

1. CALL REGULAR MEETING TO ORDER. *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: *None.*

SPECIAL RECOGNITION

3. CELEBRATE SPECIAL RECOGNITION OF PERSONNEL FOR EXCEPTIONAL PERFORMANCE;
 - PFLUGERVILLE PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL NO. 4137 RAISED MONEY FOR DELL CHILDREN'S 2ND ANNUAL HOLIDAY VILLAGE FUNDRAISER;
 - AS/PARAMEDIC DUSTIN POND CERTIFICATE OF ACHIEVEMENT- ASSOCIATE OF APPLIED SCIENCE - EMS DEGREE;
 - FIREFIGHTER SPENCER JOHNSON CERTIFICATE OF ACHIEVEMENT - ASSOCIATE OF APPLIED SCIENCE DEGREE;
 - FIREFIGHTER PEYTON PERRIER CERTIFICATE OF ACHIEVEMENT - ASSOCIATE OF APPLIED SCIENCE DEGREE;
 - BRIAN FAIRBANKS- LETTER OF APPRECIATION FOR HIS SERVICE TO THE DISTRICT;

Commissioner Griffin and Chief Perkins recognized the named individuals for their exceptional performance.

CONSENT ITEMS

4. APPROVE NOVEMBER 19, 2024, REGULAR MEETING MINUTES AND DECEMBER 12, 2024, REGULAR MEETING MINUTES;

Sequina Allen noted that the November 19th minutes are ready for Board approval; however, the December 12th minutes are not.

Commissioner Howe moved to approve the November 19, 2024, regular meeting minutes, Commissioner Reese seconded, and the motion passed unanimously.

REPORTS

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

Commissioner Reyes noted that Councilmembers for the City of Pflugerville have requested a "ride along" with the fire department, and Commissioner Reyes expressed his support as long as it does not interfere with normal business. Commissioner Reyes also observed that City of Pflugerville Councilmember David Rogers has not yet resigned his position from the City Council.

Commissioner Howe stated there was no update for the District Public Relations Committee.

Commissioner Turner noted that the Travis County ESD Commissioners' Council is scheduled to meet the morning of Saturday, February 15th; however, he is unable to attend that meeting. Discussion followed regarding the topic for the meeting, which will be funding and providing EMS both from first response and transport perspectives, and attendance in Commissioner Turner's place.

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

Jessica Frazier discussed the District's new financial software, noting that her team is having to input entries for FY2024 into the new system and the project is almost complete. After that, the audit can be conducted. Commissioner Turner emphasized Ms. Frazier's contributions, noting it is a significant effort. Commissioner Howe briefly discussed the processing of payroll, the sales tax report, commenting that sales tax is up 8.6%, and the items included in the budget being ready for approval.

Commissioner Howe moved to approve the payment of monthly bills and invoices, the processing of payroll, the monthly financial report, the sales tax analysis report, and the purchase of items included in the approved budget. Commissioner Reese seconded the motion and it passed unanimously.

Commissioner Turner departed the meeting at this time.

7. 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 reported that in the 2024 calendar year, 13,736 calls were received, which is up 5.5% from 2023. Chief Perkins and several other chiefs met with the Commissioner for the Health and Human Services (“HHS”) agency, and he believed it was a positive meeting. In addition to other topics, the Texas Ambulance Supplemental Program was discussed at that meeting, from which the District has received funding the past two years. In the first year, the District received over \$800,000; however, as a result of Federal rule changes, less than \$200,000 was received this year. The HHS Commissioner encouraged those in attendance to communicate grievances over the change in funding to the legislature. Chief Perkins then discussed preparing for the next Legislative session. Finally, he noted that the Chamber Gala is scheduled for January 24th, the annual SAFE-D Conference is scheduled for February 6-8, 2025, and the Awards Ceremony is scheduled for February 1st.

Commissioner Reyes then discussed the wildfires that have broken out in California, around Los Angeles and Hollywood. Commissioner Reyes acknowledged that a request from California to help with wildfire relief has been received and expressed that he wholly supports the District making efforts to assist in battling those wildfires. Chief Perkins added that he is working on the issue.

8. RECEIVE MONTHLY REPORT FROM ASSISTANT CHIEF OF COMMUNITY RISK REDUCTION REGARDING STATUS OF FIRE CODE VIOLATIONS AND ENFORCEMENT ACTIVITIES WITHIN THE DISTRICT AND AUTHORIZE ACTION AS NECESSARY, INCLUDING THE FOLLOWING PROPERTIES AND OWNERS:
 - A. VAHID KHAMISI, 15505 N. IH-35, PFLUGERVILLE, TEXAS, 78660 (“CLUB MIAMI”);
 - B. GLENN WILLIAMS, 6511 BRATTON LANE, AUSTIN, TEXAS 78728 (“PERFECT 10”);
 - C. BRIANA STRINGER, 20818 MARTIN LANE, PFLUGERVILLE TEXAS 78660 (“DOGJOY”);
 - D. JOHN MELFI, 13800 DRAGLINE DR., AUSTIN, TEXAS 78728 (“COLETTE AUSTIN”);
 - E. SHAWN THAI, 13422 DESSAU RD, AUSTIN, TEXAS 78754 (“FOOD TRUCK PARK”)

Chief Perkins stated that there were no significant updates to provide.

9. RECEIVE REPORT REGARDING STATION #7 AND TRAINING FIELD CONSTRUCTION PROGRESS, AND DISCUSS AND CONSIDER ACTION REGARDING AGREEMENT WITH CORE CONSTRUCTION SERVICES OF TEXAS, INC., INCLUDING ANY CHANGE ORDERS OR REQUESTS FOR PAYMENT;

No report provided. This Item will be addressed in Executive Session.

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 noted the legislature will convene soon and he is currently tracking 79 bills. Mr. Carlton recently met with TML representatives, who indicated that the Executive Board rearranged TML's legislative platform such that ESD items are lower in priority. Commissioner Howe asked for the bill numbers. Mr. Carlton advised that he will provide a report which will link to the State's website.

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

Trevor Stokes presented the report and stated that a successful caucus was held for District 4, where Local 4137 is located. Mr. Stokes further reported that there are three items on the legislative agenda that are specific to ESDs, and the ESD presence at the Texas State Association of Fire Fighters ("TSAFF") is growing. In addition, Mr. Stokes has been asked to shadow District 4's legislative assistant and he will be taking on that role in the upcoming legislative session. Mr. Stokes finally noted that an election for the Local 4137 board is scheduled for February.

DISCUSSION/ACTION ITEM

12. DISCUSS AND CONSIDER A RESOLUTION OF TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 RECOGNIZING COMMUNITY RISK REDUCTION WEEK AND TAKE ANY RELATED ACTION;

Chief Perkins shared that this is the second year the District would participate in this national grass roots movement to increase attention to community risk reduction and represents a shift toward data driven measures to reduce fire damage.

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

13. DISCUSS AND CONSIDER A CONTRACT WITH PCG FOR ASSISTANCE WITH THE ANNUAL AMBULANCE SUPPLEMENTAL PAYMENT PROGRAM SUBMISSION AND TAKE ANY RELATED ACTIONS;

Ms. Frazier discussed the assistance PCG provides in preparing applications to be submitted to the government and the assistance provided in the auditing process, and PCG is paid a percentage of what the District receives.

Commissioner Howe moved and Commissioner Reese seconded to approve the contract subject to legal approval. The motion passed unanimously.

14. DISCUSS AND CONSIDER A CONTRACT WITH AT&T FIBER INSTALLATION FOR STATION 7 AND TRAINING FIELD PROJECT AND TAKE ANY RELATED ACTIONS;

Chief Perkins discussed the need for data access lines at Station 7 and Training Field. AT&T was the only vendor that provided a complete response to the RFP and that can install the lines. The FY2025 approved budget included a line item for this expense, and AT&T provided a quote of \$76,223 for the installation costs.

Commissioner Howe moved and Commissioner Reyes seconded to approve the contract. The motion passed unanimously.

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 provided; no action taken.

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

No update provided; no action taken.

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

The Board went into Executive Session to receive legal advice from counsel on Item 9 pursuant to Texas Government Code Section 551.071, and to discuss Item 17 pursuant to Texas Government Code Section 551.074. Executive Session convened at 6:43 p.m. and ended at 7:19 p.m., at which point the regular meeting was reconvened. No action was taken during Executive Session.

18. ADJOURN THE MEETING.

The next Board meeting is scheduled for February 18, 2025 at 6:00 p.m.

There being no further business Commissioner Griffin adjourned the meeting at 7:21 p.m.

Respectfully Submitted By:

Sequina Allen

Board Recorder