

## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

### REGULAR MEETING MINUTES

JUNE 12, 2025

-----

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday June 12, 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 Robert Turner

Commissioner who attended by videoconference: Rico Reyes

The following persons were also in attendance:

Nick Perkins	Jessica Frazier	Dan Berger	AJ Stacer	Sequina Allen
Michael Anderson	Ryan Harper	Evan Johnst	Shawn Harper	Rebecca Harper
Cathy Jones	Molly Harper	Samuel David Waaenseller	Michael Parsons	

### PUBLIC COMMENT

1. CALL REGULAR MEETING TO ORDER. *The meeting was called to order by Board 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/>.
2. PUBLIC COMMENT: *None.*

### SPECIAL RECOGNITION

3. CELEBRATE SPECIAL RECOGNITION OF PERSONNEL FOR EXCEPTIONAL PERFORMANCE;
  - RECOGNIZE BC BRIAN LUCAS FOR GRADUATING SUMMA CUM LAUDE AND RECEIVING HIS BACHELOR'S DEGREE IN ORGANIZATIONAL LEADERSHIP.
  - RECOGNIZE AS/MEDIC DANIEL BEARDEN FOR RECEIVING HIS ASSOCIATE OF APPLIED SCIENCE DEGREE IN EMERGENCY MEDICAL SERVICES.
  - RECOGNIZE FF MEDIC BRYAN BUITRON FOR RECEIVING HIS INTERMEDIATE STRUCTURE FIREFIGHTER CERTIFICATION FROM THE TEXAS COMMISSION ON FIRE PROTECTION.
  - RECOGNIZE LT. MAT PIDANI FOR RECEIVING HIS ADVANCED STRUCTURE FIREFIGHTER CERTIFICATION FROM THE TEXAS COMMISSION ON FIRE PROTECTION.

- RYAN HARPER, EVAN JOHST, AND DAVID WAENSELLER COMPLETED AND PASSED ALL FOUR SECTIONS OF THE TCFP BASIC FF EXAM AND THE EMBEDDED FIRE PROTECTION SYSTEMS CLASS THROUGH AUSTIN COMMUNITY COLLEGE.
- PROCLAMATION BY TRAVIS COUNTY COMMISSIONERS COURT FOR EMS WEEK

*Commissioner Griffin recognized the named individuals for their exceptional performance and read the proclamation aloud.*

### **CONSENT ITEMS**

4. APPROVAL OF FY25 BUDGET AMENDMENTS.
5. APPROVE A RESOLUTION FOR THE DISPOSITION OF SALVAGE AND SURPLUS PROPERTY ITEMS,
6. APPROVE MARCH 13, 2025, REGULAR MEETING MINUTES,

**MOTION:** *Commissioner Howe moved and Commissioner Reese seconded to approve the consent agenda. The motion passed unanimously.*

### **REPORTS**

7. 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 Howe noted the Public Relations Committee is doing an excellent job. Commissioner Reyes noted that he is no longer seeking appointment, is actively looking for a replacement, and is looking forward to being the "President Emeritus." He plans to stay through the planning conference.*

8. 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 discussed the payroll and sales tax report, specifically noting the variations and volatility of the sales tax. The sales tax is going up after three months of it being down. The payroll items involved \$1.1 million in related payroll taxes and benefits and another \$1.123 million in addition to that. Most items on the budget are building upgrades, training field expenses, and equipment.*

**MOTION:** *Commissioner Howe moved and Commissioner Reyes seconded to approve the treasurer's report. The motion passed unanimously.*

9. 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 noted there was an incident where a psychiatric patient assaulted the medic team. He explained that further and continued training regarding psychiatric patients is important. He added there was body-cam footage and noted it’s a great tool to ensure personnel are performing as they should and to review footage for future preparedness. The paramedics, chiefs, safety officers, and captains are currently evaluating whether to deploy this technology EMS-wide. He hopes to see technological improvements in the future before these cameras are deployed throughout the whole district because they are tailored to the needs of police personnel rather than EMS. Commissioner Reyes suggested training on how to approach the mentally ill given the lack of resources for these issues.*

*Chief Perkins stated STARFlight is deploying and will be a multi-mission aircraft for firefighting, whole blood services, and search and rescue emergencies. He added that ESD 1 is developing and will be able to work more regularly with ESD 2, particularly by incorporating them into Austin Fire Department’s (“AFD’s”) dispatching system to work more seamlessly.*

*Chief Perkins added that Travis County has indicated that they intend to begin enforcing fire codes in unincorporated areas in October. He explained concerns regarding this since it would be a duplicative effort. This means there would be two fire codes, making operational plans unclear. He felt it was unnecessary.*

*Chief Perkins discussed Flame Wildfire Prevention Initiative, the home-hardening program they introduced this month. He explained that it applies science-based evidence to home improvement renovations to prevent wildfires, such as composite roofs, maintenance company techniques, and mesh installations.*

*Chief Perkins stated the planning conference will be next month.*

10. 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. GLENN WILLIAMS, 6511 BRATTON LANE, AUSTIN, TEXAS 78728 (“PERFECT 10”);
  - B. JOHN MELFI, 13800 DRAGLINE DR., AUSTIN, TEXAS 78728 (“COLETTE AUSTIN”);
  - C. SHAWN THAI, 13422 DESSAU RD, AUSTIN, TEXAS 78754 (“FOOD TRUCK PARK”)
  - D. NINA MORRISON, 2213 E HOWARD LANE, MANOR, TEXAS 78653 (“BROOKSIDE MANOR GROUP HOME”)
  - E. MADISON CLARK, 19051 MELWAS WAY, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
  - F. AUGUSTINE TAMBE, 17118 SIMSBROOK, PFLUGERVILLE, TEXAS 78660 (“MAOFU GROUP HOME”)
  - G. (UNNAMED RESIDENTIAL CARE FACILITY) KENMAR RESIDENTIAL SERVICES, 16821 CONSTANTINOPLE LANE, PFLUGERVILLE, TEXAS 78660 (“KENMAR GROUP HOME”)
  - H. KIMBERLY STEVENSON, 17504 WISEMAN DR., PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
  - I. AUGUSTINE TAMBE, 1602 JIGSAW CV., PFLUGERVILLE, TEXAS 78660 ("MAOFU GROUP HOME")
  - J. AUGUSTINE TAMBE, 1603 JIGSAW CV., PFLUGERVILLE, TEXAS 78660 ("MAOFU GROUP HOME")

- K. PAUL YANEZ, 19305 SUNKEN CREEK PASS, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
- L. RHONDA HEARNS, 19621 CLOUDY BAY DR., PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
- M. MADISON CLARK, 1202 CROSSVINE WAY, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
- N. MADISON CLARK, 514 OAT MEADOW, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)

*Assistant Chief Berger noted Sub-items A through E are in the county and the remaining Sub-items F through N are in the city. He explained they are in progress and the number will decrease as the year goes on due to terminated leases. He added this is because most of these are related to the sprinkler system requirement. He noted they will file an affidavit and complaint on Sub-item B, and Sub-item K is in municipal court.*

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

*This item will be discussed in Executive Session.*

- 12. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S LEGAL COUNSEL REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION;

*This item will be discussed in Executive Session, but Ms. Frazier noted this was a tax calendar involving the voter-approval rate and no-new-revenue rate. She explained that on July 25<sup>th</sup> the appraisal district gives the updated estimate regarding property values and this estimate used to calculate the final voter-approval rate and no-new-revenue rate. The proposed budget and tax rate will be discussed and voted on at the August 14<sup>th</sup> Board meeting. She explained the budget has to be adopted before the tax rate can be adopted. The tax rate has to be adopted by September 30<sup>th</sup>. She noted they will need to have a physical quorum for the August and September Board meetings. The Commissioners discussed dates. The meeting will take place on August 18<sup>th</sup> with a physical quorum.*

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

*The association is currently in the negotiation stage for their contract. They had their first "Stop the Bleed" class through the firefighter foundation.*

#### **DISCUSSION/ACTION ITEMS**

- 14. DISCUSS AND CONSIDER PURCHASE OF REPLACEMENT DOOR ACCESS AND SECURITY CAMERA EQUIPMENT AND TAKE ANY RELATED ACTIONS;

*Chief Perkins explained the district has deployed door-access controls and security cameras throughout its facilities. He noted most of the equipment has reached end-of-life and some are over twenty years old. Due to recent system failures, the replacement project is anticipated to be completed within FY25.*

*The purchase detail is through BryComm LLC Bid 24-0089 and totals to \$56,265.80 for the access control replacements and \$30,753.70 for the camera setup. The total cost is not to exceed \$90,000. The purchase is being made through the Interlocal Purchasing System contract 230202 and 230105 with BryComm LLC. Alan Ham is the representative.*

**MOTION:** *Commissioner Howe moved and Commissioner Turner seconded to approve the purchase. The motion passed unanimously.*

15. DISCUSS AND CONSIDER APPROVING THE PURCHASE OF AUDIO/VISUAL EQUIPMENT AND TAKE ANY RELATED ACTIONS;

*Chief Perkins explained they use audio/visual (“A/V”) equipment for training purposes. They selected Felix Media Solutions to install the new A/V equipment for a total cost of \$152,357.52. The FY25 approved budget included \$29,000 for the classroom’s A/V system within the FF&E budget. The remaining funds will be reallocated from the budgeted and postponed VHF Repeater Project. The proposal is under a DIR Cooperative Contract #DIR-CPO-5104.*

**MOTION:** *Commissioner Reyes moved and Commissioner Reese seconded to approve the purchase. The motion passed unanimously.*

16. DISCUSS AND CONSIDER APPROVING AN APPLICATION FOR AN NHTSA GRANT AND TAKE ANY RELATED ACTIONS;

*Chief Perkins explained this is a National Highway Traffic Safety Administration (NHTSA) grant to allow broad requests for anything related to reducing crash injury and fatalities and increasing crash care. These have been covering whole blood programs and walking units. It is a demonstrative grant so one has to apply, discuss what they want to do, and demonstrate it. Due to this being a new grant, the District would contract a consultant.*

*They would pay a \$7,000 engagement fee, a \$7,000 application fee, and \$30,000 in award fees, summing up to an estimated total of \$45,000 in fees. The Commissioners’ responsibility is 20% of the grant. They do need a letter of support for the application from the head of Travis County’s Traffic Safety Plan, Charlie Watts. Chief Perkins stated he received this support letter today. He also noted this grant would be especially useful in connecting crash data. He is not sure of the total grant amount, but estimates it could be \$1 million. Chief Perkins added that he will have more information later.*

**MOTION:** *Commissioner Howe moved and Commissioner Reyes seconded to approve the application to apply. The motion passed unanimously.*

17. DISCUSS AND CONSIDER APPROVING A CONTRACT FOR A MASTER SERVICE AGREEMENT FOR PROJECT MANAGEMENT SERVICES AND TAKE ANY RELATED ACTIONS;

*Chief Perkins discussed the Project Management Services, with costs to be determined for each project. Kitchell/CEM, Inc. offered the best contract proposal that fulfilled the District’s requirements. He noted \$50,000 would be the not to exceed amount.*

**MOTION:** *Commissioner Turner moved and Commissioner Reese seconded to approve the motion. The motion passed unanimously.*

18. DISCUSS AND CONSIDER THE EVALUATION AND APPLICATION OF EMERGING TRENDS, TECHNOLOGIES, DRONES, AND ARTIFICIAL INTELLIGENCE AND TAKE RELEVANT ACTIONS;

*Chief Perkins shared that his presentation is not ready yet, but noted they have implemented AI support solutions as discussed last month. Commissioner Reyes mentioned some drones can carry firefighting equipment and that they should maybe consider this technology in the future.*

19. DISCUSS AND CONSIDER STRATEGIC PLANNING FOR THE DISTRICT RELATED TO FINANCIAL AND OPERATIONAL PROJECTIONS, INCLUDING:
  - a. REVIEW OF PROJECTED GROWTH IN REVENUE, POPULATION, SERVICE DEMAND, AND IMPACT ON RESPONSE TIMES AND PROVISION OF SERVICE;
  - b. PRESENTING REPORTS FROM THE COMMISSIONERS CONCERNING COMMUNITY INTERACTIONS AND RELATIONS,
  - c. AND TAKE ANY RELATED ACTION;

*This item is a placeholder.*

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

*Chief Perkins explained there is no update other than he submitted the proposal they do every year as a part of the Interlocal Agreement ("ILA") they have with Travis County. It is making its way through the County's budget process.*

*The Board went into Executive Session to receive legal advice from counsel via videoconference pursuant to Texas Government Code Section 551.071. Executive Session convened at 7:26 p.m. and ended at 8:37 p.m. No action was taken.*

21. ADJOURN THE MEETING.

The next Board meeting is scheduled for July 10, 2025 at 8:00 p.m.

Board adjourned the meeting at 8:39 p.m.

Respectfully Submitted By:

Sequina Allen  
Board Recorder