

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2

REGULAR MEETING MINUTES

NOVEMBER 13, 2025

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Monday November 13, 2025, at 6:00 p.m. at the Travis County Emergency Services District No. 2 Headquarters located at 203 East Pecan Street, Pflugerville, Texas, for the following purposes.

Commissioners who attended: April Griffin Randy Reese Mike Howe Robert Turner

The following persons were also in attendance:

Nick Perkins	Jessica Frazier	Mark Moellenberg	AJ Stacer	Sequina Allen
Monica Saldaña				

PUBLIC COMMENT

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/>.
2. PUBLIC COMMENT: *No Report.*

SPECIAL RECOGNITION

3. CELEBRATE SPECIAL RECOGNITION OF PERSONNEL FOR EXCEPTIONAL PERFORMANCE;
 - RECOGNIZE NICHOLAS BRINDLE FOR PROMOTION TO APPARATUS SPECIALIST;
 - RECOGNIZE LIEUTENANT PARAMEDIC CHARLES DOSSETT FOR RECEIVING HIS MASTER FIREFIGHTER CERTIFICATION FROM THE TEXAS COMMISSION ON FIRE PROTECTION;

Commissioner Griffin recognized the named individuals for their exceptional performance.

CONSENT ITEMS

4. APPROVE A RESOLUTION FOR THE DISPOSITION OF SALVAGE AND SURPLUS PROPERTY ITEMS;
5. APPROVAL OF BUDGET AMENDMENTS;

***MOTION:** Commissioner Howe moved and Commissioner Reese 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 RELATIONS COMMITTEE;
 - TRAVIS COUNTY ESD COMMISSIONERS' COUNCIL REPORT;

No reports.

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;
 - e. APPROVAL OF THE QUARTERLY INVESTMENT REPORT

Commissioner Howe outlined the outgoing checks and discussed the financial reports and payroll items. He noted sales tax is up from August, but is now back down to 2.2%. Ms. Frazier discussed the budget and noted that they were below budget for Fiscal Year (FY) 2025.

Commissioner Turner asked about the pessimistic articles published recently regarding the status of the country's economics, and expressed concern about where the Emergency Services District (ESD) will be in six to twelve months. Ms. Frazier shared that most financial advisors are waiting to see how the situation will turn out.

***MOTION:** Commissioner Howe moved and Commissioner Turner seconded to approve the Treasurer's Report. 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 noted he met with the Commissioner of the U.S. Department of Health and Human Services (HHS) to discuss Medicare billing. There was little optimism in getting approval for the funding, given the climate in Washington, D.C., but the HHS Commissioner also indicated a willingness to increase the current reimbursement rates under Medicaid. This will be a multi-year effort.

Chief Perkins gave Station 8 updates. He also discussed the results of a return on investment (ROI) study and the benefits, noting they are seeing a return on the money spent to train firefighters, which is evident by improved medical outcomes, reduced injury costs, and increased fitness levels.

Commissioner Howe complimented the report’s significant data and praised those involved in the ROI report. Commissioner Turner noted that many of the firefighters they employ are veterans, and wished them all a happy Veteran’s Day while also thanking them for their service.

No action taken.

9. 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. RHONDA HEARNS, 19621 CLOUDY BAY DR., PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
- L. MADISON CLARK, 1202 CROSSVINE WAY, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
- M. MADISON CLARK, 514 OAT MEADOW, PFLUGERVILLE, TEXAS 78660 (UNNAMED RESIDENTIAL CARE FACILITY)
- N. VERA ARAUJO, 1502 MASSENGALE ST, PFLUGERVILLE, TEXAS 78660 ("ARAUJO FOOD TRUCK PARK")

Chief Perkins noted that they continue to work through standard enforcement practices. They removed two locations last month and added one this month. Overall, there were no significant changes. Chief Perkins added that Travis County still intends to begin enforcing its fire code county-wide.

No action taken.

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

Commissioner Griffin announced that this item would be discussed in Executive Session at the end of the meeting.

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

No report.

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

No report.

DISCUSSION/ACTION ITEMS

13. DISCUSS AND CONSIDER THE PCDC INTERLOCAL AGREEMENT AND TAKE ANY RELATED ACTION;

Commissioner Griffin announced that this item would be discussed in Executive Session at the end of the meeting.

14. DISCUSS AND CONSIDER WORKERS' COMPENSATION ADMINISTRATION SERVICES AND TAKE ANY RELATED ACTION;

Chief Perkins discussed Workers' Compensation and the proposals from vendors. The Texas Association of Counties had the highest ranking proposal based upon the premium. Chief Perkins asked the Board to approve the proposal at an amount not to exceed \$322,290.

MOTION: *Commissioner Howe moved and Commissioner Reese seconded to approve the proposal as presented. The motion passed unanimously.*

15. DISCUSS AND CONSIDER ADOPTION OF A RESOLUTION FOR THE DISTRICT REGARDING WITHDRAWAL FROM SOCIAL SECURITY AND TAKE RELATED ACTION;

Chief Perkins discussed the withdrawal process. He noted that they sought legal advice regarding the permissibility of the withdrawal. The District is allowed to withdraw from Social Security. He also noted they are making efforts to ensure employees understand the impacts of the withdrawal. Commissioner Howe asked if there is a deadline to complete the process. Chief Perkins replied that it is April 30, 2026.

MOTION: *Commissioner Turner moved and Commissioner Howe seconded to adopt the resolution to withdraw from Social Security as presented. The motion passed unanimously.*

16. DISCUSS AND CONSIDER ADOPTION OF A RESOLUTION TO AMEND THE DISTRICT'S PURCHASE ORDER POLICY;

Chief Perkins shared that the purchase policy notification limit was previously \$50,000 and has now increased to \$100,000.

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

17. DISCUSS AND CONSIDER THE EVALUATION AND APPLICATION OF EMERGING TRENDS, TECHNOLOGIES, DRONES, AND ARTIFICIAL INTELLIGENCE AND TAKE RELATED ACTION;

Chief Perkins had no report. Commissioner Turner asked if the ESD could use artificial intelligence (AI) for quality control. Chief Perkins shared that they are looking at solutions for this. They have a vendor consultant for a policy agent and an after-action agent under development.

No action taken.

18. DISCUSS AND CONSIDER THE PURCHASE OF NEW FIREFIGHTER PERSONNEL PROTECTIVE EQUIPMENT AND TAKE ANY RELATED ACTION;

Chief Perkins noted this purchase is included in the FY2026 budget to replace Personnel Protective Equipment (PPE) through Delta Service. The total cost is \$57,469.75.

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

19. DISCUSS AND CONSIDER THE PURCHASE OF HOLMATRO EQUIPMENT AND TAKE ANY RELATED ACTION;

Chief Perkins discussed the Holmatro hydraulic rescue equipment replacement with new battery-powered tools. Current firefighters are pleased with the battery-powered tools' capabilities so far. The total cost is \$66,404.13.

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

20. 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 discussion.

21. DISCUSS AND CONSIDER APPROVAL OF THE INTERLOCAL AGREEMENT WITH THE TRAVIS COUNTY FIRE AUTHORITY, SUBJECT TO LEGAL APPROVAL, AND TAKE ANY NECESSARY RELATED ACTION;

Chief Perkins noted this was a carryover from the previous meeting. There are no updates at this time.

No action taken.

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

No report.

23. DISCUSS AND CONSIDER COMMISSIONERS' TERMS OF OFFICE EXPIRING AT YEAR END;

Ms. Saldaña, legal counsel, noted that there was an error. Commissioner Griffin and Commissioner Reyes' terms both ended in December 2025, when the term endings were supposed to be staggered. The Commissioners Court took action on January 9, 2024 wherein all five terms would now end in December 31, 2025.

Commissioner Turner asked if they would need to submit for reappointment. Ms. Saldaña replied that they are working on finding the answer.

No action taken.

The Board went into Executive Session to receive legal advice from counsel pursuant to Texas Government Code Section 551.071 related to the Station 7 and training field construction project under item 10 and the Pflugerville Community Development Corporation Interlocal Agreement under item 13. Executive Session convened at 6:50 p.m. and ended at 7:25 p.m. No action was taken.

At this time the Board returned to item 13:

MOTION: *Commissioner Turner moved and Commissioner Howe seconded to approve the Pflugerville Community Development Corporation (PCDC) interlocal agreement, subject to legal counsel's approval. The motion passed unanimously.*

24. ADJOURN THE MEETING;

Board adjourned the meeting at 7:28 p.m.

The next Board meeting is scheduled for December 10, 2025 at 6:00 p.m.

Respectfully Submitted By:

Sequina Allen
Board Recorder