



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6
Regular Session Minutes
Thursday, January 23, 2020

1. Call to Order

With a quorum present, the regular session meeting of Travis County ESD No. 6 was called to order by Commissioner Barr at 1:00 p.m. on Thursday, January 23, 2020 at Lake Travis Fire Rescue Headquarters, 15304 Pheasant Lane, Suite #100, Austin, Travis County, Texas 78734.

Commissioner Paula S. Barr	President	Present
Commissioner Jefferson Howell	Vice President	Present
Commissioner Mary Lynne Gibbs	Assistant Treasurer	Present
Commissioner Ana M. Guzmán	Secretary	Absent
Commissioner Jim Boushka	Board Member	Present

2. Public comment

None presented.

3. Safety awareness

The Fire Chief gave a safety message concerning burn ban.

4. LTFR/Community events

The Fire Chief reported that the Grand Opening Ceremony for the new Hamilton Pool Station 606 is scheduled for Saturday, January 25, 2020.

5. LTFR/Community events

Administrative Manager Marczynski administered the oath of office to newly-appointed Commissioner Jim Boushka and reappointed Commissioner Mary Lynne Gibbs.

6. Approve the minutes of the Wednesday, December 18, 2019 Regular Session

MOTION: Approve the minutes of the Wednesday, December 18, 2019 Regular Session in Consent Item #6.

RESULT: ADOPTED (UNANIMOUS)
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
AYES: Paula S. Barr, Jefferson Howell, Mary Lynne Gibbs
ABSENT: Ana M. Guzmán
ABSTAINED: Jim Boushka

7. Update, discuss and/or take appropriate action on the September 2019 Final Financial Report

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Commissioner Jim Boushka, Board Member
Fire Chief Abbott
Financial Manager Smith

MOTION: Approve the September 2019 Final Financial Report as presented in Item #7.
RESULT: ADOPTED (UNANIMOUS)
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
AYES: Paula S. Barr, Jefferson Howell, Mary Lynne Gibbs, Jim Boushka
ABSENT: Ana M. Guzmán

8. Update, discuss and/or take appropriate action on 2019 Budget Transfers

Members of the Board heard from:
Financial Manager Smith

MOTION: Approve the September 2019 Final Financial Report as presented in Item #8.
RESULT: ADOPTED (UNANIMOUS)
MOVER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
SECONDER: Commissioner Jim Boushka, Board Member
AYES: Paula S. Barr, Jefferson Howell, Mary Lynne Gibbs, Jim Boushka
ABSENT: Ana M. Guzmán

9. Update, discuss and/or take appropriate action on the December 2019 Financial Report

Members of the Board heard from:
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Financial Manager Smith

MOTION: Approve the September 2019 Final Financial Report as presented in Item #9.
RESULT: ADOPTED (UNANIMOUS)
MOVER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
SECONDER: Commissioner Jefferson Howell, Vice President
AYES: Paula S. Barr, Jefferson Howell, Mary Lynne Gibbs, Jim Boushka
ABSENT: Ana M. Guzmán

10. Update, discuss and/or take appropriate action on the December 2019 Bank Statements/Investments

Members of the Board heard from:
Financial Manager Smith

MOTION: Approve the December 2019 Bank Statements/Investments as presented in Item #10.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
AYES: Paula S. Barr, Jefferson Howell, Mary Lynne Gibbs, Jim Boushka
ABSENT: Ana M. Guzmán

11. Update, discuss and/or take appropriate action on expenditures over \$2,000

Members of the Board heard from:
Financial Manager Smith

MOTION: Approve non-recurring expenditures over \$2,000 as presented in Item #11.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Mary Lynne Gibbs, Assistant Treasurer
SECONDER: Commissioner Jim Boushka, Board Member
AYES: Paula S. Barr, Jefferson Howell, Mary Lynne Gibbs, Jim Boushka
ABSENT: Ana M. Guzmán

12. Executive Session (No public discussion on these items)

The Travis County Emergency Services District No. 6 Board of Fire Commissioners will consider the following items in Executive Session. The Commissioners may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners announce that the item will be considered during Executive Session. No action may be taken on any items considered during Executive Session.

- A. Tex Govt. Code §551.074: Deliberation about personnel matters
- B. Tex Govt. Code §551.074: Personnel matters – Fire Chief – Annual review/evaluation, compensation package adjustment and employment agreement
- C. Tex Govt. Code §551.071: Consult with attorneys – Regarding all matters as authorized by law

RESULT: NO EXECUTIVE SESSION NEEDED

13. Update, discuss and/or take appropriate action on Fire Chief's annual review/evaluation, compensation package adjustment and employment agreement

RESULT: TABLED

14. Update, discuss and/or take appropriate action on Board Educational Sub-Committees' work

- Educational Committees' report

Members of the Board heard from:

Commissioner Paula S. Barr, President
Commissioner Jefferson Howell, Vice President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Commissioner Jim Boushka, Board Member
Fire Chief Abbott
Financial Manager Smith

- Update, discuss and/or take appropriate action on Citizen's Education Forum (CEF) and Citizen's Advisory Committee (CAC)

RESULT: DISCUSSED

Members of the Board heard from:

Commissioner Paula S. Barr, President
Commissioner Jefferson Howell, Vice President

- Update, discuss and/or take appropriate action on professional services agreement with Legislative Educational Consultant

MOTION: Approve to continue with two-year contract with Legislative Education Consultant Gib Lewis similarly to what the District had in the past.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Commissioner Mary Lynne Gibbs, Assistant Treasurer

SECONDER: Commissioner Jefferson Howell, Vice President

AYES: Paula S. Barr, Jefferson Howell, Mary Lynne Gibbs, Jim Boushka

ABSENT: Ana M. Guzmán

15. Update, discuss and/or take appropriate action on Travis County ESD Commissioners Council (ESDCC)

Members of the Board heard from:

Commissioner Paula S. Barr, President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Fire Chief Abbott

RESULT: DISCUSSED

16. Update, discuss and/or take appropriate action on Texas State Association of Fire Emergency Districts (SAFE-D)

Members of the Board heard from:

Commissioner Paula S. Barr, President

Commissioner Jefferson Howell, Vice President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Commissioner Jim Boushka, Board Member
Fire Chief Abbott

- 2020 Annual SAFE-D Conference, February 20-22, 2020, Moody Gardens Hotel, Spa & Convention Center, Galveston
- Commissioner training opportunities

RESULT: DISCUSSED

17. Fire Chief comments

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jefferson Howell, Vice President
Fire Chief Abbott

RESULT: DISCUSSED

18. Commissioners interests and future agenda items

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jefferson Howell, Vice President
Commissioner Mary Lynne Gibbs, Assistant Treasurer
Commissioner Jim Boushka, Board Member
Fire Chief Abbott

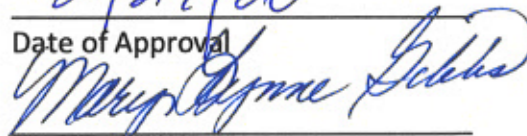
RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

2/27/20

Date of Approval



Mary Lynne Gibbs, Assistant Treasurer