



**TRAVIS COUNTY EMERGENCY SERVICES
DISTRICT NO. 6**

**Regular Session Minutes
Wednesday, April 29, 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 1:05 p.m. on Wednesday, April 29, 2020 via attendance by videoconference.

Commissioner Paula S. Barr	President	Present
Commissioner Mary Lynne Gibbs	Vice President	Present
Commissioner Jim Boushka	Treasurer	Present
Commissioner Jefferson Howell	Assistant Treasurer	Present
Commissioner Jessica Clinton	Secretary	Present

2. Safety awareness

The Fire Chief reminded everyone to prepare for the upcoming climate's high temperatures.

3. Public comment

None presented.

4. Approve the minutes of the Thursday, March 26, 2020 Regular Session

MOTION:	Approve the minutes of the Thursday, March 26, 2020 Regular Session in Consent Item #4.
RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Commissioner Jefferson Howell, Assistant Treasurer
SECONDER:	Commissioner Mary Lynne Gibbs, Vice President
AYES:	Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jefferson Howell, Jessica Clinton

5. Update, discuss and/or take appropriate action on the March 2020 Financial Report

Members of the Board heard from:
Financial Manager Smith

MOTION: Approve the March 2020 Final Financial Report as presented in Item #5.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jefferson Howell, Assistant Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jefferson Howell, Jessica Clinton

6. Update, discuss and/or take appropriate action on the March 2020 Bank Statements/Investments

Members of the Board heard from:
Financial Manager Smith

MOTION: Approve the March 2020 Bank Statements/Investments as presented in Item #6.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jefferson Howell, Assistant Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jefferson Howell, Jessica Clinton

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

Members of the Board heard from:
Commissioner Jim Boushka, Treasurer
Fire Chief Abbott
Financial Manager Smith

MOTION: Approve non-recurring expenditures over \$2,000 as presented in Item #7.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Assistant Treasurer
SECONDER: Commissioner Jim Boushka, Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jefferson Howell, Jessica Clinton

8. Update, discuss and/or take appropriate action on impacts of Coronavirus (COVID-19) Pandemic

- Operational impact

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jim Boushka, Treasurer
Commissioner Jefferson Howell, Assistant Treasurer

RESULT: **DISCUSSED**

- Potential financial impact

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jim Boushka, Treasurer
Commissioner Jefferson Howell, Assistant Treasurer

Chief Financial Officer Jim DeWitt
Financial Manager Sharon Smith

RESULT: DISCUSSED

9. 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 §551.071: Consult with attorneys – Regarding all matters as authorized by law

RESULT: NO EXECUTIVE SESSION NEEDED

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

- Update, discuss and/or take appropriate action on Legislative Strategic Plan

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

RESULT: DISCUSSED

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

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

RESULT: DISCUSSED

11. 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
Fire Chief Abbott

RESULT: DISCUSSED

12. 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 training opportunities

RESULT: DISCUSSED

13. Fire Chief comments

- Update and discuss action taken under COVID-19 Disaster Declarations including Memorandum of Understanding between Travis County ESD No. 6 and Lake Travis Firefighters Association IAFF Local 4117

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jim Boushka, Treasurer
Commissioner Jefferson Howell, Assistant Treasurer
Fire Chief Abbott
Assistant Fire Chief Tess
Captain Glenn Trubee

RESULT: DISCUSSED

14. Commissioners interests and future agenda items

RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

05-28-2020

Date of Approval



Jessica Clinton, Secretary