



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

**Regular Session Minutes
Thursday, May 28, 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 continue social distancing, washing hands and wearing masks. He mentioned that COVID-19 cases are up and testing numbers are down.

3. Public comment

None presented.

4. Approve the minutes of the Wednesday, April 29, 2020 Regular Session

MOTION: Approve the minutes of the Wednesday, April 29, 2020 Regular Session in Consent Item #4.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jim Boushka, 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 April 2020 Financial Report

Members of the Board heard from:

Commissioner Paula S. Barr, President
Commissioner Jim Boushka, Treasurer
Commissioner Jefferson Howell, Assistant Treasurer
Financial Manager Smith

MOTION: Approve the April 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 April 2020 Bank Statements/Investments

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

RESULT: DISCUSSED

- Potential financial impact

Members of the Board heard from:
Chief Financial Officer Jim DeWitt
Financial Manager Sharon Smith

RESULT: DISCUSSED

- Families First Coronavirus Response Act (FFCRA)

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Jim Boushka, Treasurer
Commissioner Jefferson Howell, Assistant Treasurer
Commissioner Jessica Clinton, Secretary
Fire Chief Abbott
Administrative Manager Marczynski
Financial Manager Smith

MOTION: Approve to extend Emergency Paid Sick Leave portion of the Families First Coronavirus Response Act (FFCRA) to uniformed personnel of Lake Travis Fire Rescue.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jessica Clinton, Secretary

SECONDER: Commissioner Jefferson Howell, Assistant Treasurer

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

9. Receive a report on the status of completion of the Station 606 project, including but not limited to commencement of warranties for various aspects of the project, a potential dispute regarding damaged utility infrastructure, potential disputes arising out of construction delays regarding liquidated damages and payment of retained amounts and final payment application amounts, and possible action to direct District agents to accept all project improvements, act to enforce contract documents, and/or authorize offers of compromise in settlement of disputes arising out of the project

Members of the Board heard from:
Commissioner Paula S. Barr, President
Chief Financial Officer De Witt

RESULT: DISCUSSED

10. 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 the District’s rights and obligations arising out of contract documents pertaining to delayed completion of the Station 606 project and potential settlement of disputes with the project contractor
- C. Tex Govt. Code §551.071: Consult with attorneys – Regarding all matters as authorized by law

RESULT: NO ACTION NEEDED

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

- 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

RESULT: DISCUSSED

12. 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

RESULT: DISCUSSED

13. 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 Mary Lynne Gibbs, Vice President

- Commissioner training opportunities

RESULT: DISCUSSED

14. Fire Chief comments

Members of the Board heard from:

Commissioner Paula S. Barr, President
Commissioner Jefferson Howell, Assistant Treasurer
Fire Chief Abbott
Captain Trubee

RESULT: DISCUSSED

15. Commissioners interests and future agenda items

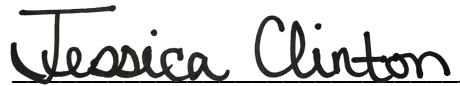
RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

06-24-2020

Date of Approval



Jessica Clinton, Secretary