



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

### Regular Session Minutes Thursday, May 31, 2018

#### 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 p.m. on Thursday, May 31, 2018 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 Jerry Stein	Treasurer	Present
Commissioner Mary Lynne Gibbs	Secretary	Present
Commissioner Ana M. Guzmán	Board Member	Absent

#### 2. Public comment

NONE

#### 3. Employee recognition

*The Fire Chief and Board President Paula S. Barr recognized staff for all their work during the week of the Engine 604 incident. Legislative Educational Consultant Debbie Mitchell, on behalf of Legislative Educational Consultant Gib Lewis, commended the Fire Chief for his presentation at an interim legislative hearing at the Capitol.*

#### 4. LTFR/Community events

*The Fire Chief reminded everyone that Lake Travis Fire Rescue will hold its Annual Firefighter Awards Banquet on Saturday, June 2 from 6-10 p.m. at High 5 in Lakeway. He also announced that the 9th Annual Public Safety Day will be held on Saturday, October 20.*

#### 5. Approve the minutes of the Wednesday, April 25, 2018 Regular Session

**MOTION:** Approve the minutes of the Wednesday, April 25, 2018 Regular Session as presented in Consent Item #5.  
**RESULT:** ADOPTED (UNANIMOUS)

**MOVER:** Commissioner Jefferson Howell, Vice President  
**SECONDER:** Commissioner Mary Lynne Gibbs, Secretary  
**AYES:** Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs  
**ABSENT:** Ana M. Guzmán

**11. Update, discuss and/or take action on Board Sub-Committees' work**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Legislative Educational Consultant Gib Lewis  
Legislative Educational Consultant Debbie Mitchell

- Educational Committee report
- Update, discuss and/or take action on Legislative Strategic Plan

**10. Executive Session (No public discussion on these items)**

The Travis County Emergency Services District No. 6 Board of Commissioners will consider the following items in Executive Session. The Board of Commissioners may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Board of Commissioners announces that the item will be considered in 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 potential collaborative opportunities with other Travis County ESDs*
- C. *Tex Govt. Code §551.071: Consult with attorneys – Regarding recent traffic incident*
- D. *Tex Gov't Code §551.071: Consultation with attorneys – Regarding all matters authorized as by law*

**RESULT: NO ACTION TAKEN**

**6. Update, discuss and/or take action on Travis County Emergency Services**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Jefferson Howell, Vice President  
Commissioner Jerry Stein, Treasurer

**MOTION:** The Board of ESD No. 6 reaffirms our support for the Travis County model for medical direction in the form of communication directed to the county commissioners.

**RESULT: ADOPTED (UNANIMOUS)**

**MOVER:** Commissioner Jerry Stein, Treasurer  
**SECONDER:** Commissioner Mary Lynne Gibbs, Secretary  
**AYES:** Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs  
**ABSENT:** Ana M. Guzmán

## **7. Update, discuss and/or take action on the April 2018 Financial Report**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Jerry Stein, Treasurer  
CFO De Witt  
Financial Manager Smith

**MOTION:** Approve the March 2018 Financial Report as presented in Item #7.  
**RESULT:** **ADOPTED (UNANIMOUS)**  
**MOVER:** Commissioner Jefferson Howell, Vice President  
**SECONDER:** Commissioner Jerry Stein, Treasurer  
**AYES:** Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs  
**ABSENT:** Ana M. Guzmán

## **8. Update, discuss and/or take action on March 2018 Bank Statements/Investments**

Members of the Board heard from:  
Commissioner Jerry Stein, Treasurer  
CFO De Witt  
Financial Manager Smith

**MOTION:** Approve the April 2018 Bank Statements/Investments as presented in Item #8.  
**RESULT:** **ADOPTED (UNANIMOUS)**  
**MOVER:** Commissioner Jefferson Howell, Vice President  
**SECONDER:** Commissioner Jerry Stein, Treasurer  
**AYES:** Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs  
**ABSENT:** Ana M. Guzmán

## **9. Update, discuss and/or take 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 #9.  
**RESULT:** **ADOPTED (UNANIMOUS)**  
**MOVER:** Commissioner Jerry Stein, Treasurer  
**SECONDER:** Commissioner Mary Lynne Gibbs, Secretary  
**AYES:** Jefferson Howell, Jerry Stein, Mary Lynne Gibbs  
**ABSTAINS:** Paula S. Barr  
**ABSENT:** Ana M. Guzmán

## **11. Update, discuss and/or take action on Board Sub-Committees' work**

- Educational Committee report
  - Update, discuss and/or take 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  
Commissioner Mary Lynne Gibbs, Secretary  
Fire Chief Abbott

- City Relations Committee report

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

**RESULT: DISCUSSED**

**12. Update, discuss and/or take action on Station 606**

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

**RESULT: DISCUSSED**

**13. Update, discuss and/or take action on purchase of fire engine**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Jefferson Howell, Vice President  
Commissioner Jerry Stein, Treasurer  
Commissioner Mary Lynne Gibbs, Secretary  
Fire Chief Abbott  
Assistant Fire Chief Rick Tess  
CFO De Witt  
Financial Manager Smith  
Administrative Manager Marczynski

**MOTION:** Approve the concept to allow staff to move forward with a lease agreement with Fire Trucks Unlimited and with finalizing approval through the attorney to be signed by the Board President.

**RESULT: ADOPTED (UNANIMOUS)**

**MOVER:** Commissioner Mary Lynne Gibbs, Secretary

**SECONDER:** Commissioner Jerry Stein, Treasurer

**AYES:** Paula S. Barr, Jefferson Howell, Jerry Stein, Mary Lynne Gibbs

**ABSENT:** Ana M. Guzmán

**14. Update, discuss and/or take action on Wildland Fuels Management Program**

Members of the Board heard from:

Commissioner Paula S. Barr, President  
Fire Chief Abbott  
Lieutenant Adam Griggs

**RESULT: DISCUSSED**

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

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Jerry Stein, Treasurer

**RESULT: DISCUSSED**

- Update, discuss and identify back-up representative to ESDCC

**RESULT: TABLED**

**16. Update, discuss and/or take 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**

**17. Update, discuss and/or take action on potential collaborative opportunities with other Travis County ESDs**

Members of the Board heard from:  
Fire Chief Abbott

**RESULT: DISCUSSED**

**18. Fire Chief comments**

Members of the Board heard from:  
Commissioner Jefferson Howell, Vice President  
Commissioner Jerry Stein, Treasurer  
Commissioner Mary Lynne Gibbs, Secretary  
Fire Chief Abbott  
Assistant Fire Chief Tess

**RESULT: DISCUSSED**

**19. Commissioners concerns and future agenda items**

**RESULT: DISCUSSED**

**ADJOURN**

**Approved by the Board of Commissioners:**

6/28/18

Date of Approval

Mary Lynne Gibbs

Mary Lynne Gibbs

Secretary, Board of Commissioners