



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6
Regular Session Minutes
Thursday, October 26, 2017

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, October 26, 2017 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 Jim Boushka	Assistant Treasurer	Absent
Commissioner Mary Lynne Gibbs	Secretary	Present

2. Public comment

NONE

3. Employee recognition

The Fire Chief recognized Lieutenant Chad Huff for 20 years of service. Board President Paula S. Barr recognized the Fire Chief for being elected to the Texas Fire Chief's Association Central Texas Region Director.

4. LTFR/Community events

The Fire Chief reminded everyone of the upcoming firefighting pinning ceremony on Friday, October 27 and the 8th Annual Public Safety Day on Saturday, October 28. He also mentioned that he would be emceeding the Lakeway Police Department's Foundation Back the Blue Gala on Saturday evening, November 4. He also reported that he would be attending the TxDOT public meeting at Vandergrift High School and that Station 605 would be staging their annual Spook House on Halloween, Tuesday evening, October 31.

5. Approve the minutes of the Thursday, September 28, 2017 Regular Session

MOTION: Approve the minutes of the Thursday, September 28, 2017 Regular Session as presented in Consent Item #5.

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: Jim Boushka

6. Update, discuss and/or take action on September 2017 Bank Statements/Investments

Members of the Board heard from:
Financial Manager Smith

MOTION: Approve September 2017 Bank Statements/Investments as presented in Item #6.
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: Jim Boushka

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

Members of the Board heard from:
Commissioner Paula S. Barr, Board President
Commissioner Jefferson Howell, Vice President
Fire Chief Abbott
CFO De Witt
Financial Manager Smith

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

8. Update, discuss and/or take action on Maxwell, Locke & Ritter Audit Engagement Agreement

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

MOTION: Approve the Maxwell, Locke & Ritter Audit Engagement Agreement and authorizes the Board President to sign the agreement as presented in Item #8.
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: Jim Boushka

9. Update, discuss and/or take action on Fire Station 606

- Update, discuss and/or take action to approve a contract for architectural services with Brown Reynolds Watford Architects for the design and construction of a new fire station at 17120 Hamilton Pool Road

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
CFO De Witt
Administrative Manager Marczynski

MOTION: Approve the the contract for architectural services with Brown Reynolds Watford Architects for the design and construction of a new fire station at 17120 Hamilton Pool Road and authorizes the Board President to sign the contract as presented in Item #9.

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: Jim Boushka

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 §551.074: Personnel matters – Adjustment of non-CBA salary grade ranges*
- C. *Tex Gov't Code §551.071: Consultation with attorneys – Regarding all matters authorized as by law*

RESULT: **NO ACTION TAKEN**

11. Discuss and/or take action on adjustment of non-CBA personnel salary grade ranges

Members of the Board heard from:
CFO De Witt

MOTION: Approve the adjustment to the non-CBA personnel salary grade ranges as presented by staff.

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: Jim Boushka

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

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

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

RESULT: DISCUSSED

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

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

RESULT: DISCUSSED

- City Relations Committee report

RESULT: NONE PRESENTED

13. Update, discuss and/or take action on whether to allow or prohibit a licensed gun holder to conceal carry and/or open carry weapons during a public meeting of the Board of Commissioners, and/or to prohibit open or concealed carrying of weapons in District offices by employees of the District, and to direct the posting of notice(s) under Penal Code 30.06 and/or 30.07 and taking of all other required steps in furtherance of any such prohibition(s)

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
CFO De Witt
Administrative Manager Marczynski
Financial Manager Smith

MOTION: The Board rescinds the prior motion that was enacted by the Board to prohibit the open or concealed carry of a weapon into the Board's open meeting and now allows it.

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: Jim Boushka

14. Update, discuss and/or take action to amend the Fire Code to adopt the State regulations pertaining to LP Gas

RESULT: NO ACTION NECESSARY

15. Update, discuss and/or take action to approve a settlement of the claims asserted in Texas Propane Gas Association vs. Railroad Commission of Texas et al. CAUSE NO. D-1-GN-17-001089

RESULT: NO ACTION NECESSARY

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

Members of the Board heard from:
Commissioner Jefferson Howell, Vice President
Assistant Fire Chief Tess
Wildfire Specialist Boettner

RESULT: DISCUSSED

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

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

RESULT: DISCUSSED

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

RESULT: TABLED

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

- Commissioner training opportunities

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

RESULT: DISCUSSED

19. Update on 8th Annual Public Safety Day

Members of the Board heard from:

Fire Chief Abbott

RESULT: DISCUSSED UNDER ITEM #4

20. Fire Chief comments

Members of the Board heard from:
Fire Chief Abbott
Financial Manager Smith

RESULT: DISCUSSED

21. Commissioners concerns and future agenda items

Members of the Board heard from:
Commissioner Jefferson Howell, Vice President

RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

11/16/17
Date of Approval

Mary Lynne Gibbs
Mary Lynne Gibbs
Secretary, Board of Commissioners