



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Regular Session Minutes Tuesday, December 19, 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 Tuesday, December 19, 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	Present
Commissioner Mary Lynne Gibbs	Secretary	Present

2. Public comment

NONE

3. Employee recognition

Board President Paula S. Barr commended Assistant Fire Chief Rick Tess for stepping up during the Fire Chief's absence.

4. LTFR/Community events

NONE

5. Approve the minutes of the Thursday, November 16, 2017 Regular Session

MOTION: Approve the minutes of the Thursday, November 16, 2017 Regular Session as presented in Consent Item #5.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Mary Lynne Gibbs, Secretary

SECONDER: Commissioner Jefferson Howell, Vice President

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

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

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

MOTION: Approve November 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
Commissioner Jerry Stein, Treasurer
Assistant Fire Chief Tess
Financial Manager Smith

MOTION: Approve non-recurring expenditures over \$2,000 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: Jim Boushka

9. 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 Paula S. Barr, Board President
Commissioner Jefferson Howell, Vice President
Commissioner Jerry Stein, Treasurer
Commissioner Mary Lynne Gibbs, Secretary

RESULT: **DISCUSSED**

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

Members of the Board heard from:

Commissioner Paula S. Barr, Board President

Commissioner Jerry Stein, Treasurer

Commissioner Mary Lynne Gibbs, Secretary

RESULT: DISCUSSED

- City Relations Committee report

RESULT: NONE PRESENTED

10. Discuss and take action to approve the change of District records and discontinuation of service to area (River Place) disannexed in connection with the annexation by the City of Austin in compliance with Health & Safety Code Section 775.022

Members of the Board heard from:

CFO De Witt

MOTION: Approve the change of District records and discontinuation of service to area (River Place) disannexed in connection with the annexation by the City of Austin in compliance with Health & Safety Code Section 775.022.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Commissioner Mary Lynne Gibbs, Secretary

SECONDER: Commissioner Jerry Stein

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

ABSENT: Jim Boushka

11. Update, discuss and/or take action on District security system equipment and software contract

Members of the Board heard from:

Commissioner Jerry Stein, Treasurer

Assistant Fire Chief Tess

CFO De Witt

MOTION: Approve the purchase and installation of security system equipment and software at all fire stations and District Headquarters from Entech Sales and Service and authorizes the CFO to sign agreement once vetted by District's attorney.

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

12. Update, discuss and/or take action on purchase and installation of generators for Station 602 and District Headquarters

Members of the Board heard from:

Commissioner Paula S. Barr, Board President
Commissioner Jerry Stein, Treasurer
Assistant Fire Chief Tess
CFO De Witt

MOTION: Approve the purchase and installation of Holt generators for Station 602 and District Headquarters from Holt Power Systems and authorizes the CFO to sign agreement once vetted by District's attorney.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jerry Stein, Treasurer
SECONDER: Commissioner Jefferson Howell, Vice President
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Jim Boushka, Mary Lynne Gibbs

13. Update, discuss and/or take action on sole source provider of services for modifications to Fire Boat 601

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

MOTION: Approve Lake Assault Boats as a "sole source" vendor in connection to the modifications to Fire Boat 601 and authorizes Board President or CFO to sign agreement.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Mary Lynne Gibbs, Secretary
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein, Jim Boushka, Mary Lynne Gibbs

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

Members of the Board heard from:
Commissioner Paula S. Barr, Board President
Commissioner Jim Boushka, Assistant Treasurer
Assistant Fire Chief Tess
CFO De Witt

RESULT: **DISCUSSED**

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

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

CFO De Witt

RESULT: DISCUSSED

16. 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

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

- Commissioner training opportunities
- 2018 Annual SAFE-D Conference, February 22-24, 2018, Moody Gardens Hotel and Convention Center, Galveston

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

RESULT: DISCUSSED

18. Fire Chief comments

Members of the Board heard from:
Assistant Fire Chief Tess

RESULT: DISCUSSED

8. 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 – Goals and objectives for Fire Chief

C. Tex Gov't Code §551.071: Consultation with attorneys – Regarding all matters authorized as by law

RESULT: NO ACTION TAKEN

19. Commissioners concerns and future agenda items

RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

1/25/18

Date of Approval



Mary Lynne Gibbs
Secretary, Board of Commissioners