



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6
Regular Session Minutes
Thursday, January 28, 2021

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, January 28, 2021 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	Absent

MOTION: Move to Executive Session and rearrange agenda order.

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

ABSENT: Jessica Clinton

12. 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 §551.074: Personnel matters – Fire Chief – Annual review/evaluation, compensation package adjustment and employment agreements
- C. Tex Govt. Code §551.074: Personnel matters – Updated fire chief job description

D. Tex Govt. Code §551.071: Consult with attorneys – Regarding rights and responsibilities pursuant to pending and potential agreements for the provision of services outside the territory of the District

E. Tex Govt. Code §551.071: Consult with attorneys – Regarding all matters as authorized by law

RESULT: NO ACTION TAKEN

2. Safety awareness

The Fire Chief spoke about different individual reactions to the COVID-19 vaccinations, especially the second shot.

3. Public comment

None presented.

4. Approve the minutes of the Thursday, December 17, 2020 Regular Session

MOTION: Approve the minutes of the Thursday, December 17, 2020 Regular Session in Consent Item #4.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Commissioner Mary Lynne Gibbs, Vice President

SECONDER: Commissioner Jefferson Howell, Assistant Treasurer

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

ABSENT: Jim Boushka, Jessica Clinton

6. Update, discuss and/or take appropriate action on 2020 Budget Transfers

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

MOTION: Approve the 2020 Budget Transfers as presented in Item #6.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Commissioner Jefferson Howell, Assistant Treasurer

SECONDER: Commissioner Mary Lynne Gibbs, Vice President

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

ABSENT: Jim Boushka, Jessica Clinton

7. Update, discuss and/or take appropriate action on the September 2020 Final Financial Report

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

MOTION: Approve the September 2020 Final Financial Report as presented in Item #7.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Assistant Treasurer
SECONDER: Commissioner Mary Lynne Gibbs, Vice President
AYES: Paula S. Barr, Mary Lynne Gibbs, Jefferson Howell
ABSENT: Jim Boushka, Jessica Clinton

8. Update, discuss and/or take appropriate action on the December 2020 Financial Report

Members of the Board heard from:
Commissioner Jefferson Howell, Assistant Treasurer
Financial Manager Smith

MOTION: Approve the December 2020 Financial Report as presented by staff in Item #8.
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jefferson Howell, Assistant Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jefferson Howell
ABSENT: Jim Boushka, Jessica Clinton

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

Members of the Board heard from:
Financial Manager Smith

MOTION: Approve the December 2020 Bank Statements/Investments as presented in Item #9.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jefferson Howell, Assistant Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jefferson Howell
ABSENT: Jim Boushka, Jessica Clinton

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

Members of the Board heard from:
Commissioner Jefferson Howell, Assistant Treasurer
Fire Chief Abbott
Financial Manager Smith

MOTION: Approve non-recurring expenditures over \$2,000 as presented in Item #10.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Assistant Treasurer
SECONDER: Commissioner Mary Lynne Gibbs, Vice President
AYES: Paula S. Barr, Mary Lynne Gibbs, Jefferson Howell
ABSENT: Jim Boushka, Jessica Clinton

11. Update, discuss and/or take appropriate action on possible agreements with the City of Lakeway and/or Travis County ESD No. 8 for the provision of services in a portion of the City of Lakeway not included in the territory of Travis County ESD No. 6, including provisions for payment for such services, and any such agreements are subject to later consideration and approval by the Board of Commissioners

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

RESULT: DISCUSSED

13. Update, discuss and/or take appropriate action on Fire Chief's annual review/evaluation, compensation package adjustment and employment agreement

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

RESULT: NO ACTION TAKEN

14. Update, discuss and/or take appropriate action on approval of an updated fire chief's job description

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

RESULT: DISCUSSED

15. 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 Mary Lynne Gibbs, Vice President
Commissioner Jefferson Howell, Assistant Treasurer

RESULT: DISCUSSED

16. 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

5. 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
 Legislative Educational Consultant Gib Lewis
 Legislative Educational Consultant Debbie Mitchell

RESULT: DISCUSSED

17. Update, discuss and/or take appropriate 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

18. Fire Chief comments

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

RESULT: DISCUSSED

19. Commissioners interests and future agenda items

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

RESULT: DISCUSSED

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Approved by the Board of Commissioners:

02-25-21

Date of Approval



Mary Lynne Gibbs, Vice President