



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

### Regular Session Minutes Thursday, February 25, 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, February 25, 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	Present

#### **2. Safety awareness**

*The Fire Chief spoke about COVID-19 vaccinations, the weather crisis and situational awareness.*

#### **3. Public comment**

*None presented.*

#### **4. Approve the minutes of the Thursday, January 28, 2021 Regular Session**

**MOTION:** Approve the minutes of the Thursday, January 28, 2021 Regular Session in Consent Item #4.

**RESULT:** **ADOPTED (UNANIMOUS)**

**MOVER:** Commissioner Mary Lynne Gibbs, Vice President

**SECONDER:** Commissioner Jim Boushka, Treasurer

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

#### **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  
Commissioner Jim Boushka, Treasurer  
Commissioner Jefferson Howell, Assistant Treasurer  
Legislative Educational Consultant Gib Lewis  
Legislative Educational Consultant Debbie Mitchell

**RESULT: DISCUSSED**

**12. 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

**RESULT: DISCUSSED**

**6. Discuss and accept the Audit for Fiscal Year 2020 (Financial Statements for the Year ended September 30, 2020 and Independent Auditors' Report by Maxwell, Locke and Ritter, LP)**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Commissioner Jim Boushka, Treasurer  
Commissioner Jefferson Howell, Assistant Treasurer  
Fire Chief Abbott  
Chief Financial Officer De Witt  
Financial Manager Smith  
Jimmy Rommel, Maxwell, Lock and Ritter, LP

**MOTION:** Accept the Audit for Fiscal Year 2020.

**RESULT: ADOPTED (UNANIMOUS)**

**MOVER:** Commissioner Jefferson Howell, Assistant Treasurer

**SECONDER:** Commissioner Jim Boushka, Treasurer

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

**7. Update, discuss and/or take appropriate action on the January 2021 Financial Report**

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

**MOTION:** Approve the January 2021 Financial Report as presented by staff in Item #7.

**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

**8. Update, discuss and/or take appropriate action on the January 2021 Bank Statements/ Investments**

Members of the Board heard from:  
Financial Manager Smith

**MOTION:** Approve the January 2021 Bank Statements/Investments as presented in Item #8.  
**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. Update, discuss and/or take appropriate action on expenditures over \$2,000**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Jefferson Howell, Assistant Treasurer  
Fire Chief Abbott  
Assistant Fire Chief Tess  
Financial Manager Smith

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

**10. 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**

**11. 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 rights and responsibilities pursuant to pending and potential agreements for the provision of services outside the territory of the District
- C. Tex Govt. Code §551.071: Consult with attorneys – Regarding all matters as authorized by law

**RESULT: NO EXECUTIVE SESSION NEEDED**

**13. 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  
Fire Chief Abbott

**RESULT: DISCUSSED**

**14. 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**

**15. Fire Chief comments**

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

**16. Administer Oath of office to reappointed and newly-appointed commissioners**

*Administrative Manager Marczynski administered the oath of office to reappointed Commissioner Paula S. Barr and newly-appointed Commissioner Shiloh Newman.*

**17. 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:**

03-31-21

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Date of Approval

*Jessica Clinton*

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Jessica Clinton, Secretary