



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6
Regular Session Minutes
Thursday, December 17, 2020

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 1:02 p.m. on Thursday, December 17, 2020 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	Absent
Commissioner Jessica Clinton	Secretary	Present

2. Safety awareness

The Fire Chief reported that Travis County has been in Stage 4 of the COVID-19 pandemic, but due to the number of cases increasing the county will probably move to Stage 5.

4. Public comment

None presented.

5. Approve the minutes of the Thursday, November, 19, 2020 Regular Session and the Tuesday, November 24, 2020 Special Session

MOTION: Approve the minutes of the Thursday, November, 19, 2020 Regular Session and the Tuesday, November 24, 2020 Special Session in Consent Item #5.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jim Boushka, Treasurer

SECONDER: Commissioner Mary Lynne Gibbs, Vice President

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

ABSENT: Jefferson Howell

MOTION: Skip to Items #11-13 after Item #3 Station 606 presentation of architectural design award.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Mary Lynne Gibbs, Vice President

SECONDER: Commissioner Jessica Clinton, Secretary
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSENT: Jefferson Howell

3. Presentation of award for Station 606 architectural design

Members of the Board heard from:
Commissioner Paula S. Barr, President
Commissioner Mary Lynne Gibbs, Vice President
Commissioner Jim Boushka, Treasurer
Fire Chief Abbott
Financial Officer De Witt
Ray Holliday, Principal, BRW

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 §551.074: 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

12. 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

13. 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: NO ACTION TAKEN

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

Members of the Board heard from:
Chief Financial Officer De Witt
Financial Manager Smith

MOTION: Approve the November 2020 Bank Statements/Investments as presented in Item #6.
RESULT: ADOPTED (UNANIMOUS)
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jim Boushka, Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSENT: Jefferson Howell

7. Update, discuss and/or take appropriate 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 #7.
RESULT: ADOPTED (UNANIMOUS)
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jim Boushka, Treasurer
AYES: Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSTAIN: Paula S. Barr
ABSENT: Jefferson Howell

8. Update, discuss and/or take appropriate action on renewal of Managed Services Agreement and Addendum with IT Freedom

Members of the Board heard from:
Administrative Manager Marczynski

MOTION: Approve the renewal of the Managed Services Agreement and Addendum with IT Freedom and authorizes the Board President to sign the Agreement and Addendum.
RESULT: ADOPTED (UNANIMOUS)
MOVER: Commissioner Mary Lynne Gibbs, Vice President
SECONDER: Commissioner Jim Boushka, Treasurer
AYES: Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Jessica Clinton
ABSENT: Jefferson Howell

9. Update, discuss and/or take appropriate action on impacts of Coronavirus (COVID-19) Pandemic

- Operational impacts

Members of the Board heard from:
Fire Chief Abbott

RESULT: DISCUSSED

- COVID-19 Emergency Paid Sick Leave

Members of the Board heard from:
Commissioner Mary Lynne Gibbs, Vice President
Commissioner Jim Boushka, Treasurer
Financial Manager Smith
Captain Glenn Trubee

MOTION: Approve the extension of the COVID-19 Emergency Paid Sick Leave program to uniformed and civilian personnel of Lake Travis Fire Rescue through March 31, 2021.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Commissioner Mary Lynne Gibbs, Vice President

SECONDER: Commissioner Jessica Clinton, Secretary

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

ABSENT: Jefferson Howell

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

RESULT: NO ACTION TAKEN

14. 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

RESULT: DISCUSSED

- 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

RESULT: DISCUSSED

15. 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

16. 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

17. Fire Chief comments

Members of the Board heard from:
Fire Chief Abbott

RESULT: DISCUSSED

18. 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:

01-28-2021

Date of Approval



Jessica Clinton, Secretary