



## TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

### Regular Session Minutes Thursday, December 16, 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 1:03 p.m. on Thursday, December 16, 2021 at Lake Travis Fire Rescue Headquarters, 15304 Pheasant Lane, Austin, Travis County, Texas 78734.

Commissioner Paula S. Barr	President	Present
Commissioner Mary Lynne Gibbs	Vice President	Present
Commissioner Jim Boushka	Treasurer	Present
Commissioner Shiloh Newman	Assistant Treasurer	Present
Commissioner Jessica Clinton	Secretary	Present

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

*The Fire Chief reminded everyone of holiday safety including to be sure and water Christmas trees. Commissioner Barr thanked Commissioner Gibbs for running the November board meeting in her absence and Commissioner Gibbs complimented Chief Administrative Officer Marczynski and Human Resource Manager Deeny on arranging the enjoyable holiday and retirement party. Everyone wished Assistant Fire Chief Tess a wonderful retirement on January 3, 2022 after 49 years in the fire service.*

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

*None.*

#### **4. Approve the minutes of the Thursday, October 28, 2021 Regular Session and Thursday, November 18, 2021 Regular Session**

**MOTION:** Approve the minutes of the Thursday, October 28, 2021 Regular Session and Thursday, November 18, 2021 Regular Session as presented.

**RESULT:** **APPROVED (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:** Shiloh Newman

**5. Update, discuss and/or take appropriate action on 2021 Budget Transfers**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Jim Boushka, Treasurer  
Chief Financial Officer Smith

**MOTION:** Approve the 2021 Budget Transfers as presented.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Jessica Clinton, Secretary  
**SECONDER:** Commissioner Mary Lynne Gibbs, Vice President  
**AYES:** Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Shiloh Newman, Jessica Clinton

**6. Update, discuss and/or take appropriate action on September 2021 Financial Report**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Commissioner Jim Boushka, Treasurer  
Fire Chief Abbott  
Chief Financial Officer Smith

**MOTION:** Approve the September 2021 Financial Report as presented.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Mary Lynne Gibbs, Vice President  
**SECONDER:** Commissioner Jessica Clinton, Secretary  
**AYES:** Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Shiloh Newman, Jessica Clinton

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

Members of the Board heard from:  
Commissioner Jim Boushka, Treasurer  
Chief Financial Officer Smith

**MOTION:** Approve the November 2021 Investment Report as presented.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Jessica Clinton, Secretary  
**SECONDER:** Commissioner Shiloh Newman, Assistant Treasurer  
**AYES:** Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Shiloh Newman, Jessica Clinton

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

Members of the Board heard from:  
Chief Financial Officer Smith

**MOTION:** Approve the expenditures over \$2,000 as presented.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Jim Boushka, Treasurer  
**SECONDER:** Commissioner Jessica Clinton, Secretary  
**AYES:** Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Shiloh Newman, Jessica Clinton

**9. Update, discuss and/or take appropriate action on the purchase of a new engine**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Jim Boushka, Treasurer  
Fire Chief Abbott  
Chief Financial Officer Smith  
Lieutenant Harris

**MOTION:** Approve the agreement for a new engine and authorizes the Board President to sign the agreement.  
**RESULT:** **APPROVED (UNANIMOUS)**  
**MOVER:** Commissioner Jim Boushka, Treasurer  
**SECONDER:** Commissioner Jessica Clinton, Secretary  
**AYES:** Paula S. Barr, Mary Lynne Gibbs, Jim Boushka, Shiloh Newman, Jessica Clinton

**10. Update, discuss and/or take appropriate action on the 48/96 change**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Jim Boushka, Treasurer  
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 §551.074: Personnel matters – Fire Chief – Annual review/evaluation, compensation package adjustment and employment agreement
- C. 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 proposed contract for legal services for the remainder of Fiscal Year 2021/2022**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Chief Administrative Officer Marczynski

**MOTION:** Approve the proposed contract for legal services for the remainder of Fiscal Year 2021/2022 and authorizes the Board President to sign the agreement.

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Commissioner Jim Boushka, Treasurer

**SECONDER:** Commissioner Shiloh Newman, Assistant Treasurer

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

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

**RESULT: NONE PRESENTED**

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

- Commissioner training opportunities
- SAFE-D 2022 Annual Conference, February 17-19, 2022, Kalahari Resort and Convention Center, Round Rock

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Shiloh Newman, Assistant Treasurer  
Chief Administrative Officer Marczynski

**RESULT: DISCUSSED**

**16. Update and discuss Draft Strategic Plan**

Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President

Fire Chief Abbott  
Chief Financial Officer Smith

**RESULT: DISCUSSED**

**17. Fire Chief comments**

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

**RESULT: DISCUSSED**

**18. Commissioners interests and future agenda items**

Members of the Board heard from:  
Commissioner Paula S. Barr, President  
Commissioner Mary Lynne Gibbs, Vice President  
Commissioner Jim Boushka, Treasurer  
Chief Administrative Officer Marczynski

**RESULT: DISCUSSED**

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**Approved by the Board of Commissioners:**

12-16-2021

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Date of Approval

*Jessica Clinton*

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Jessica Clinton, Secretary