



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:

01-28-2022

Date of Approval



Jessica Clinton, Secretary