



**TRAVIS COUNTY EMERGENCY SERVICES
DISTRICT NO. 6**

**Regular Session Minutes
Thursday, December 14, 2023**

1. Call to Order

With a quorum present, the regular session meeting of Travis County ESD No. 6 was called to order by Commissioner Sartin at 1:00 p.m. on Thursday, December 14, 2023 at Lake Travis Fire Rescue Headquarters, 15304 Pheasant Lane, Austin, Travis County, Texas 78734.

Commissioner Shiloh Newman	President	Absent
Commissioner Larry Sartin	Vice President	Present
Commissioner Matt Womack	Treasurer	Present
Commissioner Jessica Clinton	Secretary-Asst. Treasurer	Present
Commissioner Paula S. Barr	Board Member	Absent

2. Safety awareness

Assistant Fire Chief Prather reminded everyone that the weather will be getting colder and be aware of fire safety with Christmas trees, candles, space heater, fireplaces, etc.

3. Public comment

None.

4. Personnel recognition

Assistant Fire Chief Prather, along with Chief Financial Officer Smith, recognized Cindy Taylor for 15 years of service to the District.

CONSENT

5. Approve the minutes of the Thursday, November 16, 2023 Regular Session

6. Approve the November 2023 Investment Report

7. Approve expenditures over \$2,000

MOTION: Approve Consent Items 5-7 as presented.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Matt Womack, Treasurer
SECONDER: Commissioner Jessica Clinton, Assistant Treasurer-Secretary
AYES: Larry Sartin, Matt Womack, Jessica Clinton
ABSENT: Shiloh Newman, Paula S. Barr

8. Update, discuss and/or take appropriate action on 2023 Budget Transfers

Members of the Board heard from:
Chief Financial Officer Smith

MOTION: Approve the 2023 Budget Transfers as presented.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Matt Womack, Treasurer
SECONDER: Commissioner Jessica Clinton, Assistant Treasurer-Secretary
AYES: Larry Sartin, Matt Womack, Jessica Clinton
ABSENT: Shiloh Newman, Paula S. Barr

9. Update, discuss and/or take appropriate action on September 2023 Financial Report

Members of the Board heard from:
Chief Financial Officer Smith

MOTION: Approve the September 2023 Financial Report as presented.
RESULT: **APPROVED (UNANIMOUS)**
MOVER: Commissioner Jessica Clinton, Assistant Treasurer-Secretary
SECONDER: Commissioner Matt Womack, Treasurer
AYES: Larry Sartin, Matt Womack, Jessica Clinton
ABSENT: Shiloh Newman, Paula S. Barr

10. 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:
Assistant Fire Chief Prather

RESULT: **DISCUSSED**

- Update, discuss and/or take appropriate action on Community Advisory Committee

Members of the Board heard from:
Chief Financial Officer Smith

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 matter
- B. Tex Govt. Code §551.074: Personnel matters – Personnel matters – Fire Chief – Annual review/evaluation, compensation package adjustment and employment agreement
- C. Tex Govt. Code §551.071: Deliberation about purchase of real property
- D. Tex Govt. Code §551.071: Consult with attorneys – Regarding any matters on this agenda

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:
Chief Human Resource Officer Deeny

RESULT: NO ACTION TAKEN

13. Update, discuss and/or take appropriate action on purchase of real property

Members of the Board heard from:
Chief Financial Officer Smith

MOTION: Approve the purchase of real property – Commercial Tract (Parcel D) of the Hillsong Development PUD.

RESULT: APPROVED (UNANIMOUS)

MOVER: Commissioner Jessica Clinton, Assistant Treasurer-Secretary

SECONDER: Commissioner Matt Womack, Treasurer

AYES: Larry Sartin, Matt Womack, Jessica Clinton

ABSENT: Shiloh Newman, Paula S. Barr

14. Update and/or discuss ongoing District construction projects

Members of the Board heard from:
Chief Financial Officer Smith

RESULT: DISCUSSED

15. Update, discuss and/or take appropriate action on the Drone Lease Agreement between Travis

County Emergency Services District No. 6 and Unmanned Vehicle Technologies, LLC and authorizes the Board President to sign agreement once vetted by attorney.

Members of the Board heard from:
Assistant Fire Chief Prather

MOTION: Approve the Drone Lease Agreement between Travis County Emergency Services District No. 6 and Unmanned Vehicle Technologies, LLC and authorizes the Board President to sign once vetted by attorney.

RESULT: **APPROVED (UNANIMOUS)**

MOVER: Commissioner Jessica Clinton, Assistant Treasurer-Secretary

SECONDER: Commissioner Matt Womack, Treasurer

AYES: Larry Sartin, Matt Womack, Jessica Clinton

ABSENT: Shiloh Newman, Paula S. Barr

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

Members of the Board heard from:
Chief Financial Officer Smith

RESULT: **DISCUSSED**

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

- Commissioner training opportunities
- SAFE-D 2024 Annual Conference, February 22-24, 2023, Irving Convention Center, Irving

Members of the Board heard from:
Chief Financial Officer Smith

RESULT: **DISCUSSED**

18. Update, discuss and/or take appropriate action on the Community Risk Assessment and Standard of Cover

Members of the Board heard from:
Assistant Fire Chief Prather

RESULT: **DISCUSSED**

19. Fire Chief's Report

Members of the Board heard from:
Assistant Fire Chief Prather

RESULT: DISCUSSED

20. Commissioners interests and future agenda items

Members of the Board heard from:
Chief Financial Officer Smith

RESULT: DISCUSSED

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Approved by the Board of Commissioners:

01-25-24

Date of Approval

Jessica Clinton

Jessica Clinton, Secretary-Assistant Treasurer