

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT NO. 2
REGULAR MEETING MINUTES

June 9, 2022

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Thursday, June 9, 2022, at 6:00 p.m. at the Travis County Emergency Services District No. 2 Headquarters located at 201 East Pecan Street, Pflugerville, Texas, for the following purposes.

Commissioners who attended:

Mike Bessner Mike Howe Robert Turner April Griffin

Commissioners who attended via Zoom: Rico Reyes

The following persons were also in attendance:

Nick Perkins AJ Stacer Sequina Allen Brian Fairbanks John Carlton
Victor Gonzalez Jessica Frazier Jimmy Ronell Jennifer Schein

1. THE MEETING *was called to order by Commissioner Bessner at 6:00 p.m. and the minutes were recorded by mechanical means.* The meeting was held pursuant to a formal Notice of Meeting, which had been posted in accordance with the Texas Open Meetings Act at the Travis County Clerk's Office, in the offices of the Travis County Emergency Services District No. 2 Headquarters, and on the District's website at <https://www.pflugervillefire.org/board-of-commissioners-agenda/>.

PUBLIC COMMENT

2. PUBLIC COMMENT: *No public Comment*

SPECIAL RECOGNITION

3. CELEBRATE SPECIAL RECOGNITION OF PERSONNEL FOR EXCEPTIONAL PERFORMANCE.
Special Recognition message from local citizen Mira to the District
Special Recognition message from Pete Soergel at Pennsylvania State Fire Academy to Community Risk Reduction Department

CONSENT ITEMS

4. APPROVE MINUTES FROM THE MAY 12, 2022 REGULAR MEETING;
5. APPROVE MINUTES FROM THE MAY 23, 2022 REGULAR MEETING;

Commissioner Howe moved and Commissioner Turner seconded to approve the consent items. The motion passed unanimously.

REPORTS

6. COMMISSIONERS' REPORTS, RESPONSES TO INQUIRIES, INCLUDING;
 - COMMUNICATIONS WITH THE CITY COUNCIL OF PFLUGERVILLE PUBLIC SAFETY SUBCOMMITTEE; (GRIFFIN/BESSNER)
Commissioner Bessner shared they have not had a recent public safety meeting.
 - DISTRICT PUBLIC RELATION COMMITTEE (HOWE/GRIFFIN)
No report.
 - TRAVIS COUNTY ESD COMMISSIONERS' COUNCIL REPORT; (BESSNER)
No report.
7. RECEIVE REPORT FROM TRESURER AND CONSIDER TAKING RELATED ACTION INCLUDING APPROVAL OF MONTHLY BILLS AND INVOICES;
 - A. APPROVAL OF FINANCIAL REPORT, INCLUDING PROCESSING OF PAYROLL;
 - B. RECEIVE MONTHLY SLAES TAX ANALYSIS REPORT
 - C. RECEIVE MONTHLY SALES TAX ANALYSIS REPORT;
 - D. APPROVAL OF PURCHASES FOR ITEMS INCLUDED IN THE DISTRICT'S APPROVED BUDGET;
Commissioner Howe reported on Capital Projects, outlined spending on stations 6, 7, and 8, and noted sales tax is up 9% this year. He discussed community impact fees on Station 6 for \$108,367. They are required to pay this fee. John Carlton shared they may be able to request a waiver but will get back to this at a later date after research. There will be a different deal forthcoming. The fee is a one-time payment for the cost of capital improvements. Commissioner Bessner moved and Commissioner Turner seconded to approve the reports and purchases for items included in the District's approved budget.
8. RECEIVE MONTHLY REPORT FROM THE FIRE CHIEF REGARDING EMERGENCY OPERATIONS, RESPONSE TIMES, CALL VOLUME, TRAINING, MANAGEMENT ACTIVITIES AND PERSONNEL TO INCLUDE:
 - AN UPDATE ON THE DISTRICT'S EMS BILLING POLICY;
 - AN UPDATE ON THE DISTRICT'S PLANNING DEVELOPMENT;
 - AND CONSIDER TAKING ANY RELATED ACTION;
Chief Perkins reported on COVID updates and vaccine strategy. He spoke about Chief Walburg and discussed systems updates and private providers. He attended a strategic planning meeting with other ESD chiefs and emphasized key data points. Combined ESD 2 and ESD 17 comprise of 40% of call volume. He reported there is a backhoe at Station 6 and station 7 check has been cashed and looks promising. They have begun moving equipment and furniture into the stations and hopes to have the stations operational at the end. Collective bargaining negotiations have begun. He reminded everyone about the July planning conference on July 26th and July 27th. Chief Perkins discussed Acadian response times and outlined an issue with a 911 call failure with the Austin fire department. Commissioner Reyes asked how many 911 calls have been like this and Chief Perkins replied that he has audio recordings of at least 3 where there has been a systems failure. Commissioner Reyes shared the public may need to hear these 911 calls and urged for the calls to be redacted to hide personal information. Finally, Chief Perkins shared issues with communications. Commissioner Howe discussed wildfire services and noted that they are doing well.

9. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S LEGAL COUNSEL REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS AND CONSIDER TAKING RELATED ACTION;

John Carlton had no report.

10. RECEIVE REPORT FROM THE PFLUGERVILLE PROFESSIONAL FIREFIGHTER' S ASSOCIATION, LOCAL NO. 4137 AND CONSIDER TAKING RELATED ACTION;

No report.

DISCUSSION/ACTION ITEMS

11. DICUSS AND CONSIDER STRATEGIC PLANNING FOR THE DISTRICT RELATED TO FINANCIAL AND OPERATIONAL PROJECTIONS, INCLUDING;

- REVIEW OF PROJECTED GROWTH IN REVENUE, POPULATION, SERVICE DEMAND, AND IMPACT ON RESPONSE TIMES AND PROVISION OF SERVICE,
- PRESENTING REPORTS FROM THE COMMISSIONERS CONDERING COMMUNITY INTERACTIONS AND RELATIONS,
- AND TAKE ANY RELATED ACTION;

NOTHING TO REPORT

12. DISCUSS AND CONSIDER ADOPTION OF THE TAX AND BUDGET PLANNING CALENDAR FOR 2022, AND TAKE ANY RELATED ACTION;

John Carlton shared this is the impact of Senate Bill 2 and urged commissioners to review their calendars to ensure availability for the dates. There will be a special meeting July 20th that requires a quorum. Monday, August 8th Regular meeting will be the decision for the proposed rate if they exceed the voter approval rate. Commissioner Howe moved and Commissioner Griffin seconded to adopt the tax and budget planning calendar for 2022. The calendar was adopted unanimously.

13. DISCUSS AND CONSIDER APPROPRIATION AND BUDGET AMENDMENT FOR STATION 7 AND TRAINING FIELD PROJECT AND TAKE ANY RELATED ACTION;

Chief Perkins shared the station 7 project was added to the training field project so the requests are related to construction for \$200,000. Commissioner Bessner moved and Commissioner Turner seconded to approve the budget amendment. The amendment was approved unanimously.

14. DISCUSS AND CONSIDER AUDIT SERVICE CONTRACT FOR THE DISTRICT AND TAKE ANY RELATED ACTION; *UNANIMOUSLY*

Finance Director Jessica Frazier discussed the 5-year contract with Maxwell and overviewed the different types of audits. She asked for approval of the 5-year contract and to ensure there is enough funding for the 5-year term for a total of \$220,000 (total of annual fee + optional fees times 5) and one year FY 22 for \$30,000. If they decide to do a single audit, it would be another \$6,000. The base rate goes up by \$1,000 each year. There will be an arrangement letter each year to determine what they will need to pay for. Their previous audit is available on their website.

Commissioner Turner moved and Commissioner Reyes seconded to approve the contract. The contract was approved unanimously.

15. DISCUSS AND CONSIDER BRINKLEY SARGENT WIGINTON ARCHITECT CONTRACT FOR CENTRAL SUPPLY SECOND FLOOR ENCLOSURE AND HVAC SYSTEM AND TAKE ANY RELATED ACTION;

Chief Perkins shared that the large loft factor was not in the original design to allow for additional PPE and medical supplies space in a climate-controlled environment. The contract asked for \$19,950 to include the architectural and basic design costs. In addition, the request is for the District to authorize a contract with Brinkley Sargent. This is a budgeted expense.

Commissioner Turner moved and Commissioner Griffin seconded to approve the contract. The contract was approved unanimously.

16. DISCUSS AND CONSIDER ACTIVITY IN SUPPORT OF OPERATIONS COMBATTING THE COVID-19 PANDEMIC, AND TAKE ANY RELATED ACTION;

Chief Perkins shared that the kiosk operates with no out-of-pocket expenses for testing and continues to provide data. Commissioner Howe asked if Monkeypox will become an epidemic, and Chief Perkins added that the risk remains low to the public.

17. DISCUSS AND CONSIDER THE ADOPTION OF A RESOLUTION SUPPORTING THE HODDE LANE ROADWAY REALIGNMENT PROJECT AND TAKE ANY RELATED ACTION;

Commissioner Bessner read aloud the resolution to improve roadways to improve emergency response. Commissioner Griffiths moved and Commissioner Turner seconded to adopt the resolution supporting the Hodde Lane Roadway realignment Project. The resolution passed unanimously.

18. DISCUSS AND CONSIDER THE PROPOSED PROVISION OF EMERGENCY MEDICAL SERVICES TO OTHER GOVERNMENTAL ENTITIES, COST ALLOCATION, AND TAKE ANY RELATED ACTIONS;

Chief Perkins began a preview of EMS cost allocation. Finance Director Jessica Frazier presented a summary of the allocation of costs for ESD 17 and explained the analysis for the allocation. She shared they use Fire-based EMS. Jessica Frazier added there is a way to track allocation, but it is cost-prohibitive. She discussed total costs using FY21 Budget amounts and estimates. She overviewed accounting records regarding salary expenses, office supplies, equipment, services, and other supplies. She discussed the Incremental Cost of providing ALS transport. She spoke about FTE expenses if they stop providing ALS services in the city to determine who is assigned to a fire truck or ambulance. She shared that the Net ALS transport expenses remain the same. She discussed the revenue from the FY 21 audit at almost 2.5 million. She shared there is a 3.7 million unfunded amount to determine costs. She shared that the property valuation for ESD 2 is approximately 14 billion dollars. Commissioner Howe shared this is a money-losing proposition, but now they understand costs and felt it was nice to know ESD 17 is paying their fair share. Commissioner Reyes shared this is an excellent way to validate their numbers to ensure a fair share and is open to listening to what ESD 17 has to say on the matter and shared about how lessening property taxes is unsustainable. Commissioner Howe echoed Reyes' sentiments and felt there was no clear understanding about tax dollars being used wisely and protected and shared the city is running on a long-term tax deficit. Commissioner Reyes shared that in order to return to what they were doing before, they all need to give their fair share. He believed someone would be

left behind if they turned this over to the city. He shared that the stations benefit from the growth of other stations and urged understating economies of scale. Commissioner Reyes shared it does not make sense to turn operations over to the city and noted trust is an issue when considering affordability. Commissioner Griffin added they are not a recreational but a life-altering service, and there is a human element to this service. Commissioner Bessner shared they will continue to provide service for the next three months at a reduced rate and hoped they would still negotiate.

Commissioner Howe emphasized that they were never broke and shared their reserves were in place to continue operation. Commissioner Turner moved, and Commissioner Griffin seconded to ask the council to deliver an interlocal agreement for ESD 2 to provide services for the next three months to the city of Pflugerville based on the action of the meeting in May 31st. The motion passed unanimously.

President Bessner adjourned the meeting at 8:40 p.m.
The next Board meeting is scheduled for July 14, 2022 at 6:00 p.m.

Respectfully Submitted By:

Sequina Allen
Board Recorder