

Travis County Emergency Services District #13 Board of Commissioners
Monthly Meeting Minutes – November 1, 2021

- 01) Call Meeting to Order – The Board of Commissioners of Travis County Emergency Services District 13 (ESD13) met for their monthly meeting on Monday, November 1, 2021 at Bethlehem Fellowship Hall, Lund, Texas. Commissioner Kessler called the meeting to order at 7:08 p.m. and declared a quorum with the following ESD13 Commissioners attending: Kessler, Erickson, Johnson, Anderson and Douglas. Also attending was Moellenberg, Contracted Administrative Assistant for ESD13, Brotherton and Phillips with Travis County Emergency Services (TCES), Bentiez, Bastrop/Travis County Emergency Services District No. 1 (BAT1), and Martinez and Botello, First Responders for BAT1.
- 02) Recognition of Citizens and Public Comments - No citizens were present.
- 03) Approve Minutes of the October 4, 2021 Regular Monthly Meeting – Johnson made a motion to approved the minutes as mailed to ESD13 Commissioners; Erickson seconded the motion, motion carried.
- 04) Review Treasurer’s Report and take appropriate action - Johnson distributed the Treasurer’s Report for ESD13’s checking account as of October 7, 2021, and ESD13’s investment account as of September 30, 2021 and noted reference to 08/31/21 on the last line of the investment account summary should be 09/30/21. Erickson made a motion to approve the Treasurer’s Report with the correction noted; Anderson seconded the motion; motion carried.
- 05) Consider, discuss and take appropriate action regarding outstanding bills – Johnson stated the following bills were due for approval: a) \$225.00 to ESD13’s attorney, and b) \$100.00 to Arnhamn for changing the burn ban signs. Anderson made a motion to pay all amounts due; Douglas seconded the motion; motion carried.
- 06) Report of Service Providers
- Report from representatives of Elgin Volunteer Fire Department (EVFD) – Moellenberg distributed the October EVFD Call Report Hernandez emailed. The report reflected 104 total calls in for October with seven being in ESD13 territory. The report also stated EVFD members received water supply training.
 - Report from representatives of BAT1 First Responders (FR) – Martinez distributed the October BAT1 FR report and provided an overview noting 105 total calls with five calls in ESD13 territory during the month of October. The report also noted FR were looking into purchasing ESO software and researching the possibility of one medical director to cover both BAT1 and ESD13 territory.
 - Report from representatives of Austin/Travis County Emergency Medical Services Systems (ATCEMS) – Brotherton introduced Phillips who is now working with ATCEMS. Moellenberg distributed Response Time Compliance Summaries for May, June, July and the Travis County Response Time Performance for August and September that Brotherton emailed. Brotherton stated Travis County EMS has been missing the targeted response time mostly due to the increase calls related to COVID and stated negotiations are ongoing with emphasis not only on response time but also the care provided. Brotherton clarified which Travis County Emergency Service Districts have their own medical director, and which districts are contracted with Travis County EMS or the City of Austin. Brotherton also discussed negotiations regarding auto aid and benefits as compared to mutual aid. Anderson asked if Bastrop County could be brought into the auto aid negotiations; Brotherton responded having Bastrop in on auto aid would be of value but contractual relationships across county boundaries are difficult and time is needed to first see how auto aid works in Travis County.
 - Report from any Travis County Emergency Services District – No reports received.
- 07) Report on Travis County Fire Chief Meeting – Moellenberg stated no report or information was provided by ESD12’s Fire Chief Smith.
- 08) Consider, discuss and take appropriate action on revising ESD13’s Budget for Twelve Months Ending September 30, 2022 – This item was tabled till the December meeting.

09) Consider, discuss and take appropriate action on selecting an Auditor for Audit of ESD13's Financial Statements for Year Ending 2021 - Erickson stated (a) requests for bids were sent out to two entities and a bid in the amount of \$6,000 was received from Medack & Oltmann, LLP, (b) he spoke with a representative from Montemayor Britton Bender who expressed interest and also submitted a bid on the amount of \$4,750, and (c) he reviewed the two bids received. Erickson made a motion ESD13 accept the bid from Montemayor Britton Bender; Douglas seconded the motion, motion carried.

10) Consider, discuss and take appropriate action on meeting with Attorney regarding Fire Code – Erickson stated he would follow up with ESD13's attorney on this subject.

11) Consider, discuss and take appropriate action on Reappointment Letters for Kessler, Johnson and Douglas – Moellenberg distributed reappointment letters to Kessler, Johnson and Douglas to sign and stated she would send the letters to County Commissioner Travillion by Certified Return Receipt Requested.

12) Consider, discuss and take appropriate action on Contract with Moellenberg for Administrative Services – This agenda item was tabled.

13) Consider, discuss and take appropriate action on the following items:

- BAT1's Assessment & Strategic Plan – No items were discussed.
- Status of Burn Ban and Burn Ban signs – ESD13 Commissioners acknowledged the burn ban was lifted.
- Future Agenda items – See No. 8, 10 and 12 above. Kessler requested consideration of ESD13 pursuing a vote on sales tax be added to the December agenda.
- Confirm and/or change December 6, 2021 meeting date - ESD13 Commissioners confirmed the December 6, 2021 meeting date.

14) Other information requiring no action – No items discussed.

15) Adjourn – Erickson made a motion to adjourn at 7:40 p.m.; Johnson seconded the motion; motion carried.

Respectfully submitted,
Aaron Anderson, Secretary, TCESD13

By: _____
Diane Moellenberg, ESD13 Contracted Administrative Assistant