

Travis County Emergency Services District No. 13 Board of Commissioners

Monthly Meeting Minutes - June 5, 2023

1. Call to order and establish a quorum. The Board of Commissioners of Travis County Emergency Services District No. 13 (ESD 13) met for their monthly meeting on Monday, June 5, 2023, at Bethlehem Lutheran Church Fellowship Hall, Lund, Texas. Commissioner Johnson called meeting to order at 7:05 pm and declared a quorum with the following ESD 13 Commissioners attending: Anderson and Douglas. Not attending was Commissioner Erickson. Emily Erickson (ESD13 Administrator), Travis Lundgren, Darren Mogonye, and Charles Brotherton were present.
2. Recognition of Cliff Kessler's Service to ESD 13.
3. Recognition of Citizens: General and Agenda Comments. Chuck Brotherton, liaison between Travis County Commissioners Court and ESDs, introduced himself. He came to show the County's appreciation for the volunteers' service to the community and to say that as development increases in this part of the county, they want to make sure the residents get the appropriate level of services needed. Discussion followed about the process for new appointments to the board.
4. Review and take appropriate action on minutes of the April 3, 2023 and May 8, 2023 regular meetings. Commissioner Anderson made the motion to approve both sets of minutes, Commissioner Douglas seconded approval of the May minutes, and Commissioner Johnson seconded approval of the April minutes. The motion passed unanimously.
5. Review and take appropriate action on the Treasurer's Report. Commissioner Johnson presented the Treasurer's Report. Commissioner Douglas made the motion to approve the Treasurer's Report, Commissioner Anderson seconded the motion. The motion passed unanimously.
6. Consider, discuss, and take appropriate action regarding outstanding bills. The following bills were presented for payment: Reimbursement for Diane for website hosting renewal (\$34.99), PO Box annual renewal (\$188), Commissioner Johnson's printing reimbursements for the 21/22 fiscal year (\$57.44). Commissioner Douglas made the motion to approve payments to Diane, USPS, and Commissioner Johnson. Commissioner Anderson seconded the motion. The motion passed unanimously.
7. Report from Service Providers.
 - Report from BAT1 (Bastrop Travis County ESD #1) First Responders
 - Darren Mogoyne reported that they've hired a new admin (Karla Gratehouse), and they are interviewing chief candidates this week.
 - Report from Austin-Travis County Emergency Medical Services System
 - Chuck Brotherton reported that he has not received any new reports since the ones we had at the May meeting. He usually gets them on the 10th. He will find out if he can get reports on ESD13 calls, and if not, he'll let us know why not.
 - Report from any Travis County Emergency Services District - none.
8. Report on Travis County Fire Chief Meetings.
 - a. Chuck Brotherton reported that he meets every two weeks with the Fire Chiefs. Discussion followed regarding ESD dispatches related to Austin's 911 call center, response time, grant

money for new radio equipment to replace outdated equipment, and a strategic planning meeting in September.

- b. Discussion about Pflugerville's partnership with Allegiance.
- c. Discussion about mutual aid, automatic aid, and cad links.

9. Consider, discuss, and take appropriate action on a strategic plan for ESD13. Nothing to discuss.
10. Update on meeting with ESD12. No updates, there's been no meeting.
11. Consider, discuss and take appropriate action on contract with BAT1. Commissioner Douglas emailed the lawyer but hadn't heard back. Darren Mogonye said he would hope that ESD13 could move it forward so that BAT1 can get the copy back and start working on it.
12. Consider, discuss, and take appropriate action regarding the following items:
 - BAT1's Assessment I Strategic Plan
 - Darren Mogonye reported that there are four candidates for the chief position, none of which are inside applicants. Discussion followed regarding the requirements to live within 30 minutes of the district's boundary, bachelor's degree, etc.
 - Status of Burn Ban and Burn Ban Signs
 - Ban not in effect, the signs are closed and going to stay closed.
 - Future Agenda Items
 - Emily's contract, payment, and hours
 - Need to approve recommendation of Travis Lundgren to serve as a commissioner
 - Need to pay the church at the next meeting.
 - Have everyone sign a letter for Cliff Kessler in recognition of his service.
13. Discussion on Sales Tax. Erroneous sales tax receipts will probably be removed from the account.
14. Other information requiring no action. Discussion of requirements for new commissioner.
15. Date of next meeting. July 10, 2023
16. Executive Session. None.
17. Adjourn. There being no further business, Commissioner Johnson adjourned meeting at 7:59 pm.

Respectfully submitted,

Aaron Anderson, Secretary

By: Emily Erickson

THE DISTRICT'S COMMISSIONERS MAY RETIRE INTO A CLOSED SESSION AT ANY TIME BETWEEN THE MEETING'S OPENING AND ADJOURNMENT FOR THE PURPOSE OF CONSULTING WITH LEGAL COUNSEL PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE ON ANY MATTER INCLUDED ON THE AGENDA. ANY ACTION, IF ANY, RESULTING FROM SUCH CONSULTATION WILL BE TAKEN IN OPEN SESSION.