

## Travis County Emergency Services District No. 13 Board of Commissioners

### Meeting Minutes - Nov. 6, 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, November 6, 2023, at Bethlehem Lutheran Church Fellowship Hall, Lund, Texas. Commissioner Johnson called meeting to order at 7:06 pm and declared a quorum with the following ESD 13 Commissioners attending: Anderson and Douglas. Emily Erickson and Travis Lundgren were in attendance.
2. Recognition of Citizens; General and Agenda Comments. None.
3. Review minutes of the October 2, 2023 monthly meeting and take appropriate action. Commissioner Anderson made the motion to approve the minutes, Commissioner Douglas seconded the motion. The motion passed unanimously.
4. Review Treasurer's Report and take appropriate action. Commissioner Douglas made the motion to approve the Treasurer's Report, Commissioner Anderson seconded the motion. The motion passed unanimously.
5. Consider, discuss, and take appropriate action regarding outstanding bills. The following bills were presented for payment: Lawyer bill (\$180), Commissioner Johnson's VFIS bond through 2025 for being treasurer (\$240), and Commissioner Johnson's office supplies reimbursement (\$30.50). Commissioner Douglas made the motion to approve the payments, Commissioner Anderson seconded the motion. The motion passed unanimously.
6. Consider, discuss, and take appropriate action on ESD13 board composition, reappointments, and administrator position. Commissioners discussed lack of response from Travis County Commissioner regarding Board recommendation for new appointment to the board. Commissioner Anderson made the motion to appoint Travis Lundgren to the Board of Commissioners, Commissioner Douglas seconded the motion. The motion passed unanimously. Commissioners reviewed the administrator job description and discussed candidate search.
7. Report from Service Providers:
  - Report from BAT1 (Bastrop Travis County Emergency Services District #1) First Responders
  - Report from Austin-Travis County Emergency Medical Services System
  - Report from any Travis County Emergency Services District
8. Report on Travis County Fire Chief Meetings.
9. Consider, discuss, and take appropriate action on audit for year ending 2023. The board is waiting on the auditor's request for documents.
10. Discuss preparing report for Texas Division of Emergency Management. Report is due Jan. 1.
11. Consider, discuss, and take appropriate action regarding the following items:
  - BAT1's Assessment I Strategic Plan
  - Future Agenda Items
12. Other information requiring no action.
13. Date of next meeting. December 4, 2023
14. Executive Session. None.
15. Adjourn. There being no further business, Commissioner Johnson adjourned meeting at 8:06 pm.

By: Emily Erickson for

Gary Johnson