

Minutes of Travis County Emergency Services District #3

June 27, 2011

Attached to and incorporated into these minutes is a copy of the official agenda for the June 27th 2011 meeting.

Under Agenda Items 1 & 2: President Edd New called the Travis County Emergency Services District #3 (TCESD 3, the District) Board of Commissioners' regular meeting to order at 7:01 p.m. A quorum was established with Commissioners John Villanacci, Edd New, Carroll Knight, and Gina Starr-Hill attending.

Fire department personnel present at the meeting included: Chief Warren; Assistant Chiefs Elliott & Wittig; Business Mgr. Miller; District Chiefs Groman and Hartigan; Captain Patton; Inspector/Lt. Fiebig; Firefighters Bluemel, Caudle, Elkins, & Storer; and PIO Warren.

Under Agenda Item 3: There were no general visitors.

Under Agenda Item 4: Commissioner Villanacci moved to approve the minutes of the May 23rd and May 26th meetings. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 5: Commissioner Villanacci moved to approve the Treasurer's report seconded by Commissioner Starr-Hill. The motion carried unanimously.

Under Agenda Item 6: The record shows that a sales tax collection report was presented.

Under Agenda Item 7: Commissioner Knight moved to authorize expenditures over \$2,000.00 each, written from May 25th – June 28th 2011. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 8: Commissioner Knight moved to approve the new TCESD3 Accounts Receivable/Debt Policy. Commissioner Villanacci seconded the motion, which carried unanimously.

Under Agenda Item 9: Travis County Medical Director, Dr. Paul Hinchey handed out material describing the "Philosophy of Five". Basically this philosophy breaks down emergency calls into acute situations that require rapid transportation and acute situations that benefit most from on the spot interventions. Dr. Hinchey fielded many questions from commissioners prompted by the agenda item asking for approval to send six employees to another EMT-I class. Commissioner Villanacci moved to send the six employees to this class but requested a written policy from the staff that no more employees would be sent to an EMT-I class from this point on. Commissioner Starr-Hill seconded the motion, which carried unanimously.

Under Agenda Item 10: Commissioner Starr-Hill moved to approve the second round of budget amendments for FY2011. Commissioner Knight seconded the motion. Commissioner Villanacci was absent at this time. All remaining present commissioners voted aye and the motion was passed.

Under Agenda Item 11: Municipal Accounts & Consulting is to present an official proposal for partially outsourced accounting at the August general meeting.

Under Agenda Item 12: President New announced that plans were being made to hold a joint Oak Hill/Westlake work session in the fall.

Under Agenda Item 13: Chief Warren presented the status report for June and summarized the legislative changes pertaining to ESDs such as the changes that will enable ESDs to merge more easily.

Under Agenda Item 14: Chief Warren reminded the commissioners of the ESDCC meeting to be held on July 9th at 8:30 a.m., Barton Creek station #302.

Under Agenda Item 15: President New announced the next regular meeting would be held on Monday, July 18th at 7:00 p.m.

Under Agenda Item 16: There were no closed meetings.

Under Agenda Item 17: There being no further business, Commissioner Villanacci moved to adjourn at 8:52 p.m. Commissioner Knight seconded the motion, which carried unanimously.

Respectfully submitted,

Carroll Knight, Commissioner
(Minutes taken by Madeline Miller)

Approved by Board of Commissioners: _____ (Date)

Representative Commissioner: _____ (Signature)

(Printed Name) _____

NOTICE IS HEREBY GIVEN that the Board of Emergency Services Commissioners of Travis County Emergency Services District No. 3 (TCESD3) will hold a regular meeting at 7:00 p.m. on Monday, June 27, 2011 in the Community Room of TCESD3 Station 302 located at 4111 Barton Creek Boulevard, Austin, Travis County, Texas. The subject of and matters to be considered at said meeting include, among other business, the following:

1. Call to order.
2. Proof of quorum.
3. Visitor Communications:
 - a. Receive comments from visitors.
4. Review and approval of minutes of the May 23rd and May 26th meetings of the District.
5. Review and approval of the treasurer's monthly report for May 2011.
6. Sales Tax Statistics.
7. Approve payments over \$2,000 with sworn statements for the following:
 1. Checks dated 5/25/11 – 6/17/11
 2. Checks dated 6/18/11 – 6/28/11
8. Review and possible approval of a debt collection policy.
9. Discuss and possibly approve funding for additional EMT-I students to attend an upcoming class.
10. Review and possible approval of FY 2011 budget amendments.
11. Review and possible approval of a plan to replace retiring business manager.
12. Report by President New of a possible work session with the Board of Commissioners of TCESD 9.
13. Chief's Monthly Status Report.
14. Other Business:
15. Announcement of future meeting dates of the Board of ESD 03 Commissioners.
16. Consider and take appropriate action on any matters discussed in Closed Meeting(s).
17. Adjourn.

By: _____ Madeline Miller, Business Manager

NOTE: The Board of Emergency Services Commissioners reserves the right to adjourn into Closed Meeting at any time during the course of this meeting to discuss any of the agenda items listed above as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), and 551.076 (Deliberations about Security Devices) or other applicable law. Travis County Emergency Services District Number 3 is committed to compliance with the Americans with Disabilities Act. Reasonable modification and equal access to communications will be provided upon request. Please call the District Administrative Office at 288-5534 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may call the statewide Relay Program at 1-800-735-2988 or by dialing '711'. Visitor Communications are regular agenda items at monthly meetings of the Board of Emergency Services Commissioners of Travis County Emergency Services District Number 3. Visitors who wish to speak under Visitor's Communications must sign up before the meeting is called to order. Each person, organization or group wishing to address the Board will be allowed a maximum of three (3) minutes to speak on items on the agenda or other business of the District. Speakers may register in person at the posted location of the meeting, starting 30 minutes prior to the start of the meeting and using the form provided. The speaker will give his/her name, address, organizational affiliation, if any, and indicate the subject he/she intends to address. The Board welcomes citizen comment on any issue, but the Open Meetings Act prohibits any board action on issues not posted on the agenda. The District reserves the right to terminate any presentation by a speaker if it is disruptive of the good conduct of the meeting, or is in violation of law.

The undersigned affirms and states that she posted or caused to be posted a true and correct copy of the foregoing notice at a place convenient to the public at the Travis County ESD3 Administrative Office, 4111 Barton Creek Boulevard, Travis County, Texas, a location within said Travis County Emergency Services District Number 3 at 2:00 PM. on June 23, 2011

_____ Megan Lundquist, Office Manager