

# **Minutes of Travis County Emergency Services District #3**

## **March 23, 2009**

Attached to and incorporated into these minutes is a copy of the official agenda for the March 23<sup>rd</sup> 2009 meeting.

Under Agenda Items 1 & 2: Board President Edd New called the Travis County Emergency Services District #3 (TCESD 3, the District) Board of Commissioners' regular meeting to order at 7:00 p.m. A quorum was established with Commissioners Bob Taylor, John Villanacci, Edd New, Rick Coneway, and Carroll Knight attending.

Fire department personnel present at the meeting included: Fire Chief Warren; Assistant Fire Chiefs Elliott and Wittig; Business Manager Miller; District Chiefs Deming and Hartigan; Captain Seyfried; Driver Torres; and PIO Warren.

Under Agenda Item 3: Jonas Nelson and Kyle Hahn presented the Commissioners with a certificate of appreciation and Chief Warren with a check for \$1,000.00 on behalf of Pedernales Electric Cooperative's "Light the Way" program,

Under Agenda Item 4: The Oath of Office was administered to Commissioner Bob Taylor on an earlier day.

Under Agenda Item 5: There were no visitors.

Under Agenda Item 6: Commissioner Villanacci moved to approve the February 23<sup>rd</sup> 2009 minutes. Commissioner Coneway seconded the motion, which carried unanimously.

Under Agenda Item 7: President New reviewed several sections of the FY2008 independent audit, which was delivered this day. Commissioner Taylor moved to approve the FY2008 audit seconded by Commissioner Knight. The motion carried unanimously.

Under Agenda Item 8: Commissioner Taylor moved to approve amendments to the FY2009 budget, seconded by Commissioner Coneway. The motion carried unanimously.

Under Agenda Item 9: Commissioner Villanacci moved to approve the Treasurer's Report, seconded by Commissioner Coneway. The motion carried unanimously.

Under Agenda Item 10: Commissioner Knight moved to authorize expenditures over \$2,000.00 each, written from February 24<sup>th</sup> through March 24<sup>th</sup> 2009. Commissioner Coneway seconded the motion, which carried unanimously.

Under Agenda Item 11: Chief Warren presented the operations report. Chief Warren attended a recent meeting with Sunset Valley Council members who reported having to eliminate proposed improvements in order to pay the highly-increased rate that City of Austin is charging for fire protection. Chief Warren reiterated the levels of service the ESD's were prepared to offer. The possibility of ESD's 3 and 9 contracting with the City of Sunset Valley is still on the table.

Chief Warren gave the floor to Chief Hartigan who reported on a very detailed two-day inspection of the EMT-B training academy by the Texas Department of State Health Services. The results were good with the District's academy scoring in the top percentage both locally and nationwide.

Chief Warren is in the process of making a video, using his personal experience, to show the amount of expense, disruption and time needed to retro-fit a home (or a commercial building) with a sprinkler system. The video will show the expediency of installing a sprinkler system at the time of initial construction. State Farm insurance, Liberty Mutual, and Louisiana State University have expressed an interest in lending their name to the endeavor.

Commissioner Villanacci moved to approve the chief to use the District's name in this manner. Commissioner Taylor seconded the motion, which carried unanimously.

Under Agenda Item 12: Commissioner Taylor asked the staff regarding the next steps to acquiring a better score from ISO. He was advised that the District should wait until after the rating takes effect in July before requesting a meeting. Having our consultant attend an informal meeting would cost \$1,800 and having the consultant attend a formal meeting, which would produce a formal report, would cost \$4,200.

Under Agenda Item 13: Assistant Chief Wittig reported that the Tuff Shed building had been erected on the Mackey Drill Field slab and that all that remained to be done was the finish-out which would be completed by staff members mainly. Chief Wittig also announced that the Flashover trailer should arrive one to two weeks from now.

Under Agenda Item 14: President New drew attention to the Emergency Services Districts Commissioners' Council (ESDCC) Meeting highlights of the February 28<sup>th</sup> meeting which is in the package.

Chief Warren touched on the report mentioned in Item 9 of the highlights. ESD3 is now housing the HazMat trailer and pick up. This trailer will contain the Personal Protective Equipment for HazMat incidents. The trailer at ESD9 is stocked with the necessary chemical monitoring and detection equipment. There are two other trailers in the county – one at Pflugerville and one at Lake Travis Fire Rescue. The purpose of a HazMat team is to identify the hazardous zone and evacuate people from that zone. Once the hazard is identified, the team would call in the experts for that hazard. They may also monitor the health of the HazMat techs and symptoms of the people in close vicinity. This is Level 1 Operations. Only when a life is in danger and the requisite experts are not present would the teams extend their activities to a higher level.

It was reported that representatives from the District attended meetings at the Capitol to oppose the proposed sprinkler ordinance and to support the five cents additional property tax for capital costs.

The next meeting of the ESDCC is slated for Saturday, March 28<sup>th</sup> 2009 at station 302 of ESD3.

Under Agenda Item 15: President New announced the next regular meeting dates are April 27<sup>th</sup> and May 18<sup>th</sup>.

Under Agenda Item 16: There was no executive session.

Under Agenda Item 17: There being no further business, Commissioner Coneway moved to adjourn the general meeting at 8:35 p.m. with Commissioner Villanacci seconding. The motion carried unanimously.

Respectfully submitted,

Carroll Knight Secretary  
Board of Commissioners  
(Minutes taken by Madeline Miller)

Approved by Board of Commissioners: \_\_\_\_\_ (Date)

Representative Commissioner: \_\_\_\_\_ (Signature)

(Printed Name) \_\_\_\_\_

NOTICE IS HEREBY GIVEN that the Board of Commissioners of Travis County Emergency Services District No. 3 (TCESD3) will hold a regular board meeting at 7:00 p.m. on Monday, March 23, 2009 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. Receive a delegation from Pedernales Electric Cooperative.
4. Administer Oath of Office.
5. Visitor Communications:
  - a. Receive comments from visitors.
6. Review and approval of minutes of the February 23<sup>rd</sup> meeting.
7. Review the status of the FY 2008 financial audit.
8. Review and possible approval of amendments to the FY 2009 budget.
9. Treasurer's Report.
10. Approve payments over \$2,000 with sworn statements for the following:
  1. Checks dated 2/24/09 – 3/13/09
  2. Checks dated 3/14/09 - 3/24/09
11. Chief's Operations Report with a discussion regarding TCESD3's participation in a home sprinkler video production.
12. Review the next steps on the ISO review to determine why the District did not score as high as the consultant expected.
13. Mackey Field and Facility Storage Building Project update.
14. Other Business:
  - A. Summary of Commissioners' Council February meeting.
  - B. Any other business.
15. Announcement of future meeting dates of the Board of ESD 03 Commissioners

Adjourn to Executive Session to discuss matters concerning pending or contemplated litigation, real property, or personnel, as authorized pursuant to Texas Government Code Section 551.071, *et seq.*

Return to open session.

16. Consider and take appropriate action on matters discussed in Executive Session.
17. Adjourn.

By: \_\_\_\_\_ Madeline Miller, Business Manager

NOTE: The Board of Commissioners reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters 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). 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 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. 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 undersigned affirms and states that he/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 \_\_\_\_\_ M. on March 19<sup>th</sup> 2009 \_\_\_\_\_ Megan Lundquist, Office Manager