

**TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17**

**REGULAR MEETING MINUTES**

**MARCH 10, 2022**

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The Board of Commissioners of Travis County Emergency Services District No. 17 held a meeting on Thursday, March 10, 2022, at 4:00 p.m. at the Travis County Emergency Services District No. 17 Headquarters located at 201 East Pecan Street, Pflugerville, Texas, for the following purposes.

Commissioners who attended:

Mike Howe                      Vicky Linsalata                      Mitchell Jones

The following persons were also in attendance:

Howard Katz                      Jessica Frazier                      Brian Fairbanks                      Nick Perkins                      Victor Gonzalez  
Sequina Allen                      Mark Moellenberg

1. THE MEETING *was called to order by President Howe at 4:05 p.m. and the minutes were recorded by mechanical means.* The meeting was held pursuant to a formal Notice of Meeting, which had been posted in accordance with the Texas Open Meetings Act at the Travis County Clerk’s Office and in the offices of the Travis County Emergency Services District No. 17 Headquarters.

**PUBLIC COMMENT**

2. PUBLIC COMMENT: No public comment was made.

**CONSENT ITEMS**

3. APPROVE MINUTES FROM THE FEBRUARY 8, 2022 REGULAR MEETING;
4. APPROVE INVOICE PAYMENT TO TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 FOR PROVISION OF EMERGENCY MEDICAL SERVICES FOR APRIL 2022; *Mitchell Jones MOVED to approve items 3 and 4, and it was seconded by Vicky Linsalata. Motion PASSES unanimously.*

**REPORTS**

5. COMMISSIONERS’ REPORTS, RESPONSES TO INQUIRIES; *There were no reports to be presented.*
6. RECEIVE REPORT FROM TREASURER AND CONSIDER TAKING RELATED ACTION; *The property tax, penalties, and interest revenue is coming in. They received communication via email for a partial refund of 20,000 for the election. The audit information is expected at the next Board meeting. Mr. Howe added that the citizens of Travis County ESD No. 17 and the citizens of Pflugerville are still paying legal fees from frivolous lawsuit filed by the City of Pflugerville. Mike Howe MOVED to approve the Treasurer Report and related action, including invoices paid, and it was seconded by Mitchell Jones. Motion PASSES unanimously.*

7. RECEIVE MONTHLY REPORT FROM THE TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 FIRE CHIEF REGARDING EMERGENCY MEDICAL SERVICES OPERATIONS, RESPONSE TIMES, CALL VOLUME, TRAINING, MANAGEMENT ACTIVITIES AND PERSONEL TO INCLUDE AND CONSIDER TAKING ACTION AS MAY BE NECESSARY; *Travis County Emergency Services District No. 2 reported that it brought in fifteen personnel for the shifts and will take in a second mobile home that will be operational in April or May. They have not finished the annual report, but it will be available next month, focusing on what is going on in the district and city of Pflugerville. On Tuesday, the Pflugerville city council met to end it's contract with Acadian. A new contract will be awarded no later than July 13th. A draft of the EMS billing policy will be available soon. Staffing for the operations was increasing.*
  
8. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S LEGAL COUNSEL REGARDING CONTRACT ISSUES, AND ADMINISTRATIVE MATTERS TO INCLUDE THE CASE OF THE CITY OF PFLUGERVILLE, ET AL. V. TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17, ET. AL, AND CONSIDER TAKING ACTION AS MAY BE NECESSARY; *Counsel reported the lawsuit District's appellate brief is complete and will be filed shortly. If a court hearing is required the process for the appeal's will take longer, and if not, the ruling will be based on already-provided documentation. If the appellate court rules that the trial court does have jurisdiction over the city's lawsuit challenging the calling of the ESD 17 annexation election, then the case will be sent back to the trial court with directions on how to proceed. If the appellate court agrees with the trial court decision that the trial court did not have jurisdiction over the lawsuit, then the case is over, pending a city appeal to the Texas Supreme Court There is no estimated timeframe, as it will depend on the appellate court. It was indicated that additional court records were in the process of being added to the brief. Counsel reported that there might be further action at the next Board meeting to revise the billing rate for Travis County ES D2. He also said he was waiting on the draft of the service agreement contract with ES D2 and ES D17. It was updated and that there was a draft ILA now available for review. It was added that if TCESD No. 2 Counsel John Carlton is authorized to take any further action at an additional Board meeting with ES D2, they would be given the document for additional review.*

#### **DISCUSSION/ACTION ITEMS**

9. DISCUSS AND CONSIDER THE PROPOSED PROVISION OF EMERGENCY MEDICAL SERVICES BY TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 TO OTHER GOVERNMENTAL ENTITIES AND TAKE ANY RELATED ACTION; *This item was covered in item 8. It was requested to remain on the agenda for the next Board meeting.*
  
10. DISCUSS AND CONSIDER ADOPTING THE DISTRICT 2022 INVESTMENT POLICY, DESIGNATING THE DISTRICT INVESTMENT OFFICER, AND TAKE ANY RELATED ACTION; *In the September/October2021 timeframe, the district approved the investment policy, which needs to be reviewed annually sometime in the year. The critical factors here are that there should be cash available to cover two months of operating expenses and the different types of investments authorized and available. Ms. Frazier updated that the money is still in the checking account and the investing is followed in the policy, and no changes need yet be made to the investment policy. It was recommended to review and approve the district investment policy as it is currently stated. Mike Howe MOVED to approve the district 2022 Investment Policy, designating the district investment officer, and take any related action, and it was seconded by Mitchell Jones. Motion PASSES unanimously.*

President Howe adjourned the meeting at 4:28 p.m.  
The next Board meeting is scheduled for April 14, 2022.

Respectfully Submitted By:  
Sequina Allen  
Board Recorder