

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17

REGULAR MEETING MINUTES

APRIL 14, 2022

The Board of Commissioners of Travis County Emergency Services District No. 17 held a meeting on Thursday, April 14, 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 Kevin Gilmertin Jimmy Ronch

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 MARCH 10 2022 REGULAR MEETING;
4. APPROVE INVOICE PAYMENT TO TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 2 FOR PROVISION OF EMERGENCY MEDICAL SERVICES FOR MAY 2022; **MOTION:** *Commissioner Jones **MOVED** to approve consent items 3 and 4. The motion was **SECONDED** by Commissioner Linsalata and **PASSED** 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; *Commissioner Mitchell spoke on the related litigation costs. Ms. Frazier reviewed January financials and shared they are in good shape on property tax, and projected expenditures. She is unsure of legal spending but there is no indication that ESD 17 will be negatively impacted at this time. **MOTION:** Commissioner Linsalata **MOVED** to approve the financial report. The motion was **SECONDED** by Commissioner Mitchell and **PASSED** unanimously. Mr. Katz spoke on the tax rate season and remarked on the changes from last year and the tasks the group will take in the following weeks. **ACTION:** More public hearings will need to be scheduled to address this topic during the tax season.*

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;
Chief Perkins remarked on Covid's impact on their operations, noting that it is minimal. He discussed parking issues and commented on deployment, stating a new station is ready to go pending connection from Encore. Being able to deploy from the two locations will benefit performance. He shared that April 22nd will be the awards banquet to recognize firefighters' contributions and achievements
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; *Mr. Katz addressed legal concerns concerning the litigation. The appeals brief has been filed and the city has requested an extension to file their response brief. It will be due in the following week. The court did not grant an oral argument. He remarked on response briefs that have been filed. The budget because of litigation has affected the current budget, so there is a possibility of extended and continued expenses that could go beyond the city's appeal. However, the group is confident in the arguments.*

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; *Chief Perkins agreed that they are under tremendous pressure to approve District 2 to get the litigation through the court process. The document has been approved, and the status of the ILA should be approved tonight. After that, they could be looking at a special meeting before it goes back to the commissioner's report. Mr. Katz was not comfortable approving the document without reading it, and ESD 2 still had not approved it yet. President Howe suggested having a short meeting on the 18th at 4 p.m. to discuss the proposed contract with ESD 2 and ESD 17 to provide EMS service to the unincorporated area of Travis County.*
10. DISCUSS AND CONSIDER ADOPTING THE DISTRICT 2022 INVESTMENT POLICY, DESIGNATING THE DISTRICT INVESTMENT OFFICER, AND TAKE ANY RELATED ACTION; *Chief Perkins spoke on a new billing initiative to bring relief to individual patients and consider subsidies. There is no rush, and a draft policy is now in review. This item was tabled until the next meeting.*
11. DISCUSS AND CONSIDER ACCEPTING THE FISCAL YEAR 2021 AUDIT, AND TAKE ANY RELATED ACTION; *Mr. Gilmartin discussed the Audit report for FY 2021 and the required communications document. He reviewed the Audit report, including general funds, asset sheets, liabilities, and accounts payable. He remarked on their statement of activities, expenses, and deficit fund balance compared to the actual budget, noting that legal fees contributed to this deficit. He spoke on IT arrangements and remarked that it would not affect ESD 17 now but could impact ESD 2. He referenced the footnotes, including the operations agreement between ESD 17 and ESD 2. He did not find any material deficiencies in the Audit. The required communications document had no issues or problems with the management. Mr. Katz asked about an accounting policy on page 9 and shared that the city of Pflugerville is not included in the district. Mr. Gilmartin said this will be updated. Mr. Katz also remarked that the report states a 5-member board governs the ESD, but currently there are only have three commissioners and he felt a parenthetical reference would help. Finally, Mr. Katz asked if there would be an attorney rep letter. Mr. Gilmartin shared that Mr. Katz will be included in*

future communication. Ms. Frazier shared that the narrative between the years is critical for the budget document and is reflected appropriately in the historical record.

MOTION: *President Howe **MOVED** To accept the Audit as presented subject to revisions discussed and file a revised version with the city, county, and other parties. The motion was **SECONDED** by Commissioner Mitchell and **PASSED** unanimously.*

President Howe announced a Special Meeting on Monday, April 18th at 4 p.m. to discuss the potential interlocal agreement with ESD 2 with Travis County.

Chief Perkins shared that the State Comptroller's office recognized the district for financial transparency for following best practices and due diligence.

President Howe adjourned the meeting at 4:52 p.m.
The next Board meeting is scheduled for May 12, 2022.

Respectfully Submitted By:
Sequina Allen
Board Recorder