

## **COMMISSIONERS:**

Reed Boyd, President  
Tom Dodds, Vice President  
Dennis Wright, Treasurer  
Judy Canion, Assistant Treasurer  
Tom Quirk, Secretary

# **TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 5 BOARD MEETING MINUTES, MARCH 4, 2022**

**CALL TO ORDER AND ESTABLISH A QUORUM:** The meeting was called to order at 6:30 p.m. by Commissioner Boyd.

- a. **COMMISSIONERS PRESENT:** All
- b. **COMMISSIONERS ABSENT:** N/A
- c. **MFD MANAGEMENT:** Chief Barron
- d. **VISITORS:** Shirley C. Malone, Robert O'Brien, Andrea Burgard, Jimmy Rommel

## **2. MINUTES FROM THE FEBRUARY 10, 2022, BOARD MEETING WERE APPROVED**

## **3. DISCUSSION AND POSSIBLE ACTION ON AUDIT REPORT**

A presentation by Mr Jimmy Rommell and Ms Andrea Burgard, Maxwell Locke & Ritter, LLP, was made. As part of the presentation the following documents were presented:

- a. Financial Statements as of and for the Year ended September 30, 2021 and Independent Auditors' Report
- b. Letter explaining details of the audit
- c. Letter detailing basis for audit report
- d. Agreed-Upon Procedures Report on Certain Payroll and Timekeeping Practices

Commissioner Dodds moved and Commissioner Quirk second the motion to accept the audit report and the motion passed unanimously

## **4. DISCUSSION AND POSSIBLE ACTION ON FINANCIAL INVESTMENT PROPOSAL**

A presentation was made by Ms Shirley Malone and Mr Robert O'Brien from Ameriprise Financial. As part of the presentation the following document was presented:

- a. Investment Proposal Brochure for Travis County ESD #5

No action was taken at this time

**5. PUBLIC COMMENTS:**

None

**6. ESD TREASURER’S REPORT:**

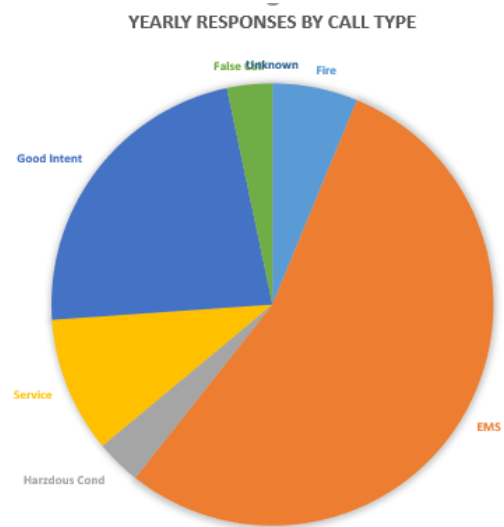
Balanced Accounting and Financial Reports were presented by Commissioner Wright. Treasurer’s report was approved by the members of the board by voice vote.

**7. MONTHLY OPERATIONS REPORT:**

**February 2022 Monthly Report**

Activity:	Month	YTD
Fire	8	17
EMS	66	148
Hazardous Cond	3	9
Service	8	27
Good Intent	31	62
False Call	4	9
Other		0
<b>Total</b>	<b>120</b>	<b>272</b>

Auto Aid Received by AFD 26  
 Auto Aid Given to AFD 41



**Apparatus/Equipment/Projects**

- New Tender 501 complete. It is awaiting reflective striping, decals and equipment to be mounted.
- New Spartan engine is on track to be completed at the end of June
- Abernathy Fire Department purchased and picked up the old tender
- Engine 501 (Pierce) had another \$7,000 worth of work done. Over \$14,000 spent in the last 4 weeks on repairs on this apparatus.

**Administration**

- Additional audit information retrieved and sent to auditors/audit complete
- Contracting with someone that works extensively with Quickbooks Online and is in the process of completing the journal entries and adjustments needed for the auto-rules that QBO has.
- Looking at other payroll processor companies since ADP has become unresponsive.

**Personnel**

- One personnel declined offer from AFD

**Station/Land**

- Station 501
  - All air ducts have been cleaned and mold removed. AC units were also fixed to be more efficient. Awaiting install of a dehumidifier
- Station 502
  - Awaiting further info from engineer on site survey/recharge zone info

**8. DISCUSSION AND POSSIBLE ACTION REGARDING FIREFIGHTER PPE BUDGET ADJUSTMENT**

It was determined that no action was necessary at this time

**9. DISCUSSION AND POSSIBLE ACTION RELATED TO FIRE CHIEF’S CONTRACT**

***THE BOARD WENT INTO EXECUTIVE SESSION TO CONSIDER THE CONTRACT AT 8:24 AND ENDED AT 9:32***

Commissioner Dodds indicated that discussion is ongoing, and counsel is being consulted. He plans to have a a further report for the April meeting.

**10. SET AGENDA ITEMS AND DATE FOR APRIL 5, 2022 MEETING.**

**11. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:41pm.

Submitted by:

Approved:

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Tom Quirk, TCESD #5, Secretary

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Reed Boyd, TCESD #5, President