

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, APRIL 5, 2022

1. **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:** Sherri Krupinski

2. **MINUTES FROM THE MARCH 4, 2022, BOARD MEETING WERE APPROVED**

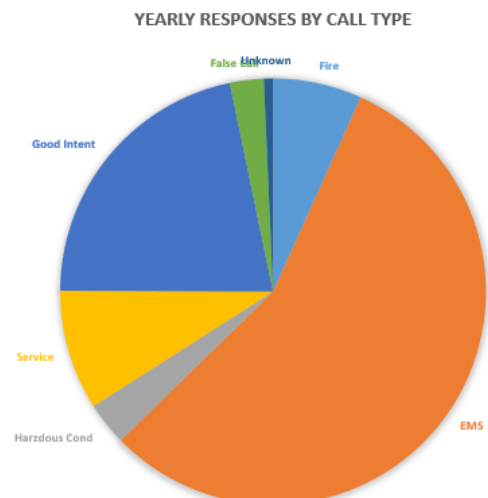
3. **PUBLIC COMMENTS:** Sherri Krupinski reported that the Auxiliary was going to have a spring event on May 14 from 11-1. She indicated that there would be a petting zoo, a DJ, shaved ice, face painting and other kid friendly attractions. Austin SAFE will make a presentation on car seats

4. **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 a voice vote.

5. **MONTHLY OPERATIONS REPORT:**

March 2022 Monthly Report

Activity:	Month	YTD
Fire	12	29
EMS	92	240
Hazardous Cond	5	14
Service	12	39
Good Intent	31	93
False Call	2	11
Other	3	3
Total	157	429



Auto Aid Received by AFD	29
Auto Aid Given to AFD	55

Apparatus/Equipment/Projects

- New Tender 501 complete. Delivered 3/25/2022. Total price of \$446, 587. Loan already received so wire transfer was made to Metro Fire. Awaiting mobile data computer and radio to be programmed and installed to put in service.
- New Spartan engine is on track to be completed at the end of June
- Engine 501 (Pierce) has ongoing repairs. Brakes seized up, oil leak has been fixed and it broke a radiator hose going to an emergency call resulting in the truck being towed back to the station

Administration

- All audit journal entries complete, all accounts have been reconciled and updated financials included in board packet.
- Montemayor Britton Bender, P.C. has been working on updating all the auto entries in Quickbooks Online / Also will be serving as a backup to Chief when out of town or needing additional assistance with accounting, bookkeeping or payroll.
- Reviewed and approved a new payroll processor company to handle payroll processing. Paycom offers a great user platform, the ability to import scheduling data and export data into Quickbooks. The new platform will also allow personnel to go through and electronically fill out all required W4, I9, and sign off that they have read the employee handbook! It also has the ability to onboard personnel benefits and allow them to choose what plan they want via their application.

Personnel

- Couple of personnel out on PTO due to the flu or covid

Station/Land

- Station 501
 - Admin building undergoing renovation to include flooring, new lighting, and paint
 - New furniture samples being sent/ No additional funding needed for project
 - New washer/dryer purchased due to continuing to fail
 - Leak was discovered in our rain water collection system piping / that has been fixed
 - Water well was discovered to be tied into the rain water collection piping and thus was running for a little over a week which has caused us to go over our allotted water usage for the year. We are asking for an special exception in water usage due to this error
 - Lining up pressure washing of building and drainage along with window cleaning
- Station 502
 - Awaiting further info from engineer on site survey/recharge zone info

6. DISCUSSION AND POSSIBLE ACTION FINANCIAL INVESTMENT PROPOSAL WAS TABLED

7. DISCUSSION AND POSSIBLE ACTION RELATED TO FIRE CHIEF'S CONTRACT – NO ACTION WAS TAKEN.

8. SET AGENDA ITEMS AND DATE FOR MAY 5, 2022 MEETING.

9. ADJOURNMENT: There being no further business, the meeting was adjourned at 7:15 pm.

Submitted by:

Approved:

Tom Quirk, TCESD #5, Secretary

Reed Boyd, TCESD #5, President