

**Travis County ESD No. 12
Minutes of the Regular Meeting
June 14, 2023**



Meeting was held at the TCESD No. 12 District Office
11200 Gregg Lane, Manor, TX 78653

I. Call meeting to order and establish quorum

Commissioner Arellano called the meeting to order at 6:30 PM.

Present: Commissioners Arellano, Fowler, Anderson

Not present: Commissioners Barnes and Zabalza

Visitors: Chief Ryan Smith, AC Chris McKenzie, Michelle McRae, BC Adam Tapia, Capt. Von Beals, Lt's Richard Prado and Billy Burch, Eng's Juan Leal, Justin Johnson, Mike Frias, and Blake Fritsche, FF's Victor Estrada and Juan Garcia, PIO Cassidy Buth, Fire Inspector Lionel Lopez, and Ricardo Martinez of Martinez Architects.

II. Review certified agenda

Commissioner Arellano verified the existence of a certified agenda.

III. Citizen's Communication

None.

IV. Consent items

a) Approval of the minutes of the May 17, 2023 Regular Meeting which may include corrections, if needed.

b) Approval of the May 2023 financial reports and bills, which may include corrections, if needed.

After previous review, Commissioner Fowler made a motion to approve Consent items a and b as presented. (The treasurer's report consisted of the over \$2000 expenditures report, the P & L report, expenditures by vendor report, 290 station expense report, 290 station detail report, and balance sheet.) Commissioner Anderson seconded the motion and the motion passed.

V. Communications

a) Report from Commissioners on pertinent information and activity since the May 2023 meeting.
ESDCC meeting will be Saturday, June 17, 2023

b) Receive Administrative/Operations/Fire Prevention updates.
AC McKenzie gave the call summary report, Training and Events, and Awards and Recognitions reports. Chief Smith gave the Fire Prevention report. He also mentioned that our Fire Prevention Ford Ranger was struck by lightning, a Fire Inspector finished her TCOLE class, fraudulent checks have been identified, new squad is in service, Ember assisted Georgetown PD, the BC, FMO, and Logistics Officer have moved to the remodeled side of St. 1201, and PIO Officer showed the ESD's video.

VI. Action items

a) Discussion, consideration, and possible action after review of the expenditures required for the design, construction, repair, maintenance and replacement of the district's real property, facilities, and equipment presented by Martinez Architect.

Ricardo Martinez presented the plans for the 290 Fire Station. Chief Smith requested there be an increase in the bay size and training room size. Revised plan should be ready for the next meeting.

b) Discussion, consideration, and possible action regarding Texas Association of Counties Health and Employee Benefits Pool FY24 renewal.

After review and discussion, Commissioner Fowler made a motion to accept the Texas Association of Counties Health Benefits with the same plan as FY23. (Plan 1100-NGS) Commissioner Anderson seconded the motion and the motion passed.

- c) Discussion, consideration, and possible action regarding the approval to use Texas Association of Counties for cybersecurity training for all employees.

Chief Smith will sign the document. No motion was necessary.

- d) Discussion, consideration, and possible action regarding a Letter of Engagement for the FY23 audit with Medack & Oltmann, LLP

After discussion, Commissioner Fowler made a motion to continue with Medack & Oltmann LLP for the FY23 audit not to exceed \$12,000. Commissioner Anderson seconded the motion and the motion passed.

VII. Closing items

- a) Set meeting date.

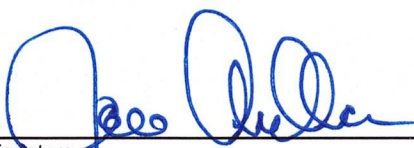
Next meeting is tentatively scheduled for July 12 or 26th, 2023.

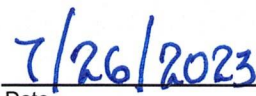
- b) Proposed agenda items for next meeting.

Frontline Mobile Health will be limited to a 30-minute presentation.

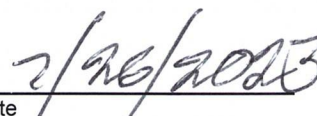
- c) Adjourn

Commissioner Anderson made a motion to adjourn the meeting. Commissioner Fowler seconded the motion and the motion passed. Meeting adjourned at 7:41 PM.


Signature


Date


Signature


Date