

BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1

MINUTES

May 21, 2024

A regular meeting of the Board of Commissioners of Bastrop-Travis Counties Emergency Services District No. 1 was held on **Tuesday, May 21, 2024, at 6:30 p.m.**, at the Elgin Fire Station, 111 N. Avenue C, Elgin, Texas.

Attending the meeting were Commissioners Larry Mosley, Damon Doss, Nick Teague, Brian Henson, and Ramiro Garza. A quorum was present at the meeting. Also present were ESD staff members, representatives of the Fire Department, and representatives of the First Responder Unit.

1. **Pledge of Allegiance:** Pledge of Allegiance led by Commissioner Mosely.
2. **Call meeting to order:** Meeting called to order at 18:30 by commissioner Mosely.
3. **Public Comment:** None
4. **Public Comment on Agenda Items:** No public comment

ADMINISTRATIVE

5. **Approve & accept statements and oaths of office for newly instated Commissioners:**
Motion to accept statements and oaths of office made by Damon Doss, seconded by Larry Moseley. All in favor, motion passes.
6. **Action regarding election of officers for Board of Commissioners:**
Motion made by Commissioner Doss to make Commissioner Moseley President. Seconded by Commissioner Henson. All in favor, motion passes. Motion made by Commissioner Doss to make Commissioner Henson secretary, seconded by Commissioner Moseley. All in favor, motion passes. Motion made by Commissioner Doss to make Commissioner Teague Vice President, seconded by Commissioner Henson. All in favor, motion passes. Motion made by Commissioner Teague to make Commissioner Doss Assistant Secretary/Treasurer, seconded by Commissioner Garza. All in favor, motion passes.
7. **Action regarding obtaining Treasurer's bond:**
Commissioner Teague made motion to make Commissioner Garza treasurer, seconded by Commissioner Doss. All in favor, passes.
8. **Discuss required updates to District bank accounts and consider action on updated Resolution Designating Authorized Persons for District Bank Accounts:**
Motion made by Commissioner Teague, seconded by Commissioner Garza to accept resolution. All in favor, motion passes.

PRESENTATION AND REPORTS

9. **Receive monthly report from the Treasurer and consider:**
 - a. **Approval of payment of monthly bills and invoices:**
Motion made by Damon Doss to approve payment of monthly bills and invoices, seconded by Commissioner Teague. All in favor, motion passes
 - b. **Approval of monthly financial report: and**
Motion made by Commissioner Doss to approve monthly financial report, seconded by Commissioner Teague. All in favor, motion passes.
 - c. **Action regarding amendments to budget for FY24:** none

10. **Receive monthly report regarding District emergency operations, apparatus, response times, call volume, training, budget, management activities, personnel issues, and membership:** Chief Botello reviewed monthly call volume, training, future stations, and apparatus needs.
11. **Receive monthly commissioner activity reports:** none

DISCUSSION/ACTION ITEMS

12. **Discuss and consider approval of minutes for the April 18, 2024, regular meeting:**
motion made by Commissioner Henson, seconded by Commissioner Teague to approve April 18, 2024, meeting minutes. All in favor, motion passes.
13. **Conduct annual review of investment policies, strategies and guidelines and discuss and consider adopting Resolution Confirming Annual Review:**
Motion made by Commissioner Teague to adopt resolution, seconded by Comedian Doss. All in favor, motion passes.
14. **Discuss and consider approving Districts financial audit and filing the audit report with the County Commissioners Courts or request 30-day extension from Commissioners Court if audit is not available, yet:**
Motion made to move up the audit to first in presentation by Damon Doss and seconded by Nick Teague; James w/Medack & Oltmann presented the audit to the board. Motion made by Commissioner Doss to approve the audit, seconded by Commissioner Garza. All in favor, motion passes.
15. **Review Resolution Regarding Public Participation at Open Meetings and discuss and consider changes as appropriate:**
Motion made by Commissioner Doss to accept resolution; Commissioner Teague seconded. All in favor, motion passes.
16. **Discuss cost comparison between RIT-HR Paycore and ADP and consider taking associated action:**
motion by Doss to approve, Teague seconded, all in favor, pass.
17. **Discuss and consider action on the district funding commissioner participation in the Texas County and District Retirement System:**
Motion made by Commissioner Teague for commissioners to be able to participate in TCDRS, seconded by Commissioner Doss. Commissioners Garza, Henson and Teague were in favor Commissioners Moseley and Doss were against. Motion passes.
18. **Discuss and consider establishing account with GovDeals for handling sale of equipment and apparatus:**
Motion made by Commissioner Doss to accept establishing account with GovDeals, seconded by Commissioner Garza. All in favor, motion passes.
19. **Discuss and consider report from subcommittee on Fire Chiefs six-month review and consider taking related action:**
No action taken
20. **Discuss and consider update on personnel evaluations and consider taking related action:**
No action taken
21. **Discuss and consider scheduling Commissioner Orientation Workshop for June 8th, June 15th, or June 22nd and:**
Agreed to meet on June 8th at 8am at Elgin Fire Station.

22. Discuss agenda items, time, and date for next meeting:

Motion made by Teague to move meetings to third Thursday of every month; seconded by Commissioner Doss. All in favor, motion passes. Next meeting is June 20th at 6:30 pm, Elgin Fire Station. Dismissed at 8:53pm.



Commissioner Signature