

1 Call meeting order.

BACKGROUND AND DISCUSSION

Meeting started at 1801.

MOTION

MOTION RESULTS: OPPOSED

IN FAVOR

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

2 Citizens Communications: Community members may address the Board of Commissioners.

BACKGROUND AND DISCUSSION

No members present.

MOTION

MOTION RESULTS: OPPOSED

IN FAVOR

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

3 Discuss and take action on the minutes from the October 15, 2019 Board Meeting.

BACKGROUND AND DISCUSSION

The Board was provided the October 15th, 2019 meeting minutes prior to the board meeting.

Staff recommends accepting the minutes as presented unless there are modifications from the board members.

MOTION

Motion by Commissioner Murphy to accept the meeting minutes as presented. Seconded by Commissioner Dorsett.

MOTION RESULTS: OPPOSED 0

IN FAVOR 5

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

- 4 Discuss and take action on the design and financing of the capital improvements related to the fire station on FM 2001.

BACKGROUND AND DISCUSSION

Staff will provide the Board members with a new set of drawings for the station layout. Upon approval, staff will work with the engineer and contractor to get permits submitted to the City.

Purpose of this item is to get feedback from the Board to finalize the layout / design of the station.

MOTION

Motion by Commissioner Schaefer to approve the plans as presented and for staff to obtain maximum guaranteed price of construction. Also approve the staff to move forward with site development permitting. Motion seconded by Commissioner Herring.

MOTION RESULTS: OPPOSED 0

IN FAVOR 5

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

- 5 Discuss and take action on report from staff related to operations of the District which will include staffing, dispatching, equipment, maintenance, training, policies and procedures and planning.

BACKGROUND AND DISCUSSION

Currently staff has no operational issues to discuss. Dispatching continues to make small incremental improvements and in a discussion Monday morning with the Austin Fire Department's communications battalion chief, they continue to have issues with how Caldwell and Hays County are updating their GIS records. That said, it has been stated that work is being done on these issues.

Two of the previous CTFR members are currently in rookie school and have been doing well. This rookie school will graduation in mid-january. Engine 1107 will be placed in service the Monday following graduation.

It has been noted that the roof at station 1107 is leaking and has caused some damage to the sheet rock. Staff would like direction and approval from the Board to have one of the following options taken:

1. Putty all the screws on the roof
2. Have a roofer come and replace all the screws and or rubber washers on the roof.

As for planning, responses times continue to be monitored but there is no substantial change since the last report.

Lastly, the schedule for the staff will be changed from a 24/48 scheduled to a 48/96 hour scheduled starting January 1.

MOTION

No action taken.

MOTION RESULTS: OPPOSED

IN FAVOR

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

- 6 Receive report and take action from Treasurer and District's staff related to review financial statements and consider action regarding: planned purchases, payroll, expense reports, invoices and transfer of funds.

BACKGROUND AND DISCUSSION

FLNB 3760: 708,784.29
FLNB 6334:\$108.26
FLNB 9664:\$ 252,930.66
Austin Telco: S00:\$98,542.75
Austin Telco: S60:\$124,430.16
Total: \$1,184,796.12
Currently Available: \$1,060,365.96

The Board has been provided a summary of revenue and expenses for the previous year. The treasurer has been provided a list of checks and invoices for the month of October.

MOTION

Motion by Commissioner Murphy to approve invoice 25 from TCFR and to approve the October expenses. Seconded by Commissioner Herring.

MOTION RESULTS: OPPOSED 0

IN FAVOR 5

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

- 7 Discuss and take action on the District's branding and public information tools to include, though not limited to, the following: web site, logo, decals, social media platforms.

BACKGROUND AND DISCUSSION

Staff will present the Board with the new website, proposed logos and social media plan. Copy for the web site is being reviewed and the domain names have been purchased.

MOTION

Motion by Commissioner Gallaher to remove CTFR from apparatus and have TCFR ID along with an ESD 1 ID placed on the apparatus. Seconded by Commissioner Schaefer.

MOTION RESULTS: OPPOSED 0

IN FAVOR 5

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

8 Discuss and take action on SAFE-D membership for the District.

BACKGROUND AND DISCUSSION

The cost of SAFE-D membership is \$1,100 per year. The cost of a 3 hour web cast is \$65 for members and \$95 for non-members. The cost for the annual conference is \$255 for member and \$425 for non-members. It staffs position that it cost more to be a member than it does to not be a member. If we assume that each commissioner took two web cast per year and two commissioners attended the annual conference each year, the total cost for non-members is \$1,800, not counting travel costs. If the District was a member of SAFE-D and attended the same events, the cost is \$2,260. Thus there is a \$460 savings for not being a member.

MOTION

Motion by Commissioner Herring to not be members of SAFE-D. Seconded by Commissioner Gallaher.

MOTION RESULTS: OPPOSED 0

IN FAVOR 5

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

9 Discuss and take action on the election of Board Members.

BACKGROUND AND DISCUSSION

According to the District's council, the elections for members is on a 4 year cycle with the next election being in November 2020. The District will need to order an election in July 2020. Staff would like to have a discussion with the Board about planning for this event.

Discussion only.

MOTION

No action taken.

MOTION RESULTS: OPPOSED

IN FAVOR

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

10 Adjourn

BACKGROUND AND DISCUSSION

MOTION

Motion by Commissioner Herring to adjourn at 1933. Seconded by Commissioner Murphy.

MOTION RESULTS: OPPOSED 0

IN FAVOR 5

PRESENT Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy

ABSENT: Commissioner Dorsett Commissioner Herring Commissioner Schaefer
 Commissioner Gallaher Commissioner Murphy