

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2
MINUTES OF THE REGULAR MEETING – June 17, 2021**

The Williamson County Emergency Services District #2 held a regular meeting on June 17, 2021 Sam Bass Fire Department Station 2, 16248 Great Oaks Drive, Round Rock, Texas and on-line at <https://global.gotomeeting.com/join/645098693> and by phone at 1-571-317-3129 or 1-877-309-2073.

Commissioners in Attendance:

Commissioners present in person: Thom Nanninga, Russell Strahan, Tim Hunsberger, and Darryl Pool.

Others in Attendance:

Sam Bass Fire Dept.: Chief David Kieschnick; Assistant Chief Keith Farris; Battalion Chiefs Amber Jordan, James Shofner, Justin Whitaker (all in person) and Lt. Corby Bryan (on-line).

Municipal Accounts & Consulting: Tyler Wilson (in person).

Public: none present in person or on-line.

Meeting called to order at 7:03pm by Commissioner Nanninga.

Pledge of Allegiance led by Commissioner Nanninga.

Public Comment: No member of the public requested to speak.

Action items

ITEM 4: *Approve minutes of prior meeting(s).*

Motion to approve minutes of regular meeting held May 20, 2021 as presented.

Motion: Nanninga Second: Hunsberger [Unanimous]

ITEM 5: *Review bookkeeper's report from Municipal Accounts & Consulting and consent to: a) approval of payment of monthly bills and invoices, b) approval of monthly financial report.*

Wilson presented the District's monthly financial statements, monthly bills, and invoices for May 2021. The District's monthly payments to SBFD will resume in June now that excess funds in SBFD's account have been reduced to a mutually agreeable amount. The District's depreciation schedule has been updated now that the 2020 audit has been completed.

Motion to approve reports as presented.

Motion: Nanninga Second: Hunsberger [Unanimous]

A review of the District's 2021 budget will be conducted at the next regular meeting.

ITEM 6: *Discuss and take action relative to SAFE-D 2021 Fall Conference in Ft. Worth, Texas on September 16-18th, 2021.*

Commissioner Nanninga reported SAFE-D was not able to hold its annual conference early this year due to pandemic restrictions. SAFE-D will hold a downsized conference in Fort Worth September 16th – 18th. He will attend due to his position on the SAFE-D board but stated it would be more worthwhile for other Commissioners to attend next year's conference which will be held in Round Rock. All other Commissioners in attendance indicated they do not plan to attend the Fort Worth event.

ITEM 7: *Discuss and take action relative to Annual Audit of Sam Bass Fire Dept.*

Chief Kieschnick sent Commissioners a copy of SBFD's audit for 2020 on June 1. Commissioner Nanninga asked how loss of equipment is factored into the depreciation schedule [reference the audit's Note 4 – Capital Assets]. Chief Kieschnick will seek an answer to that question and report to Commissioners.

ITEM 8: *Receive monthly report from Sam Bass Fire Department regarding operations, including but not limited to: A) Total number of calls, B) Training, C) Fire Marshall Activities, D) Breakdown of activities and E) Information of any major incidents.*

Lt. Bryan presented SBFD incident report data and activities for May 2021 plus comparison to prior years. Information on response time outliers was incorporated into the report as requested by Commissioners.

Chiefs Jordan and Whitaker addressed the meeting to supplement information presented at last month's meeting regarding the five-year strategic plan SBFD has under development.

Chief Kieschnick stated the county EMS unit that had been positioned at SBFD Station 2 had ended in April 2021. Other EMS units have also ended service due to a staffing shortage and will be restored tentatively in January 2022 once recruitment and training of additional personnel is completed.

Chief Kieschnick reported the Texas Commission on Fire Protection conducted a biennial compliance inspection of SBFD and found no rules violations.

Chief Kieschnick stated SBFD is conducting talks with Round Rock Fire Department aimed at improving coordination of efforts between the two departments.

Commissioner Pool reported the *Austin American-Statesman* on 5/31/21 had done a feature article on the career of Bob Steinmann and had noted his role in forming the Sam Bass Volunteer Fire Department in 1980 and becoming its first chief. The article was reprinted in the *Round Rock Leader*.

ITEM 9: *Discuss and take any action relative to operations, as may be needed following the above report.*

No action needed.

ITEM 10: *Discuss potential agenda items, time and date(s) for future business meetings. (7/15?/22?/21).*

Commissioner Strahan requested discussion of restoring a county EMS station in the District, and Commissioner Hunsberger requested discussion of the District calling for a sales tax election be placed on the July meeting agenda.

Next regular meeting to be held July 22, 2021 beginning at 7:00pm at Sam Bass Fire Station #2.

Adjournment:

Motion to adjourn made at 8:10pm.

Motion: Strahan Second: Nanninga [Unanimous]

“I attest that all the above information is true and correct to the best of my knowledge.”

Submitted by Darryl Pool, Secretary, Williamson County ESD #2