

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2
MINUTES OF THE REGULAR MEETING – January 27, 2022**

The Williamson County Emergency Services District #2 held a regular meeting on January 27, 2022 at 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, Tim Hunsberger, and Darryl Pool.
Commissioner present on-line: Jordan Baltazor.

Others in Attendance:

Sam Bass Fire Dept.: Chief David Kieschnick and Assistant Chief Keith Farris (both in person).
Public: No member of the public was present in person or on-line.

Meeting called to order at 7:02pm by Commissioner Nanninga. A quorum was present.

Pledge of Allegiance led by Assistant 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 December 16, 2021 as presented.

Motion: Hunsberger Second: Nanninga [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.*

Commissioner Nanninga gave an overview of the written report submitted by MAC of the District's monthly financial statements, bills, and invoices for December 2021. The report will be reviewed again when a representative from MAC is available at the next board meeting.

ITEM 6: *Review bookkeeper's report from M.A.&C. pursuant to Sam Bass Fire Dept.*

SBFD's monthly financial statements, bills, and invoices for December 2021 will be reviewed at the next board meeting when a representative of MAC is available.

ITEM 7: *Discuss and take action relative to updated version of Vehicle Planning Guide.*

Commissioner Baltazor reported no new financial information has been received that would require updating the SBFD Vehicle Planning Guide adopted at the December 2021 meeting.

ITEM 8: *Discuss and take action relative to Social Media Presence.*

No discussion.

ITEM 9: *Discuss and take action relative to establishing a sales and use tax and tax rate.*

No discussion.

ITEM 10: *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.*

Chief Kieschnick gave an overview of the report submitted by Lt. Corby Bryan on SBFD incident report data and activities for December 2021 plus comparison to prior years. He noted the number of service calls in 2021, even after deducting calls during the week of last February's ice storm, exceeded 2020 by about 230 to 250 calls.

Assistant Chief Farris stated that Williamson County EMS resumed service out of SBFD Station 2 on January 7 and is operating the same schedule as before their temporary departure. He also reported SBFD is maintaining good staffing levels in spite of the pandemic.

ITEM 11: *Discuss and take any action relative to Sam Bass Fire Department operations, as may be needed following the above report.*

No action needed.

ITEM 12: *Discuss potential agenda items, time and date(s) for future business meetings. (2/17/2022)*

The next regular board meeting will not be held the third Thursday evening of February due to SAFE-D Annual Conference beginning that day. The next regular meeting was tentatively set for February 10, 2022 beginning at 7:00pm at Sam Bass Fire Station #2. The meeting date will be confirmed once Commissioner Nanninga determines when a representative from MAC and when SBFD Lt. Bryan will be available to attend.

Adjournment:

Motion to adjourn made at 7:40pm.

Motion: Baltazor 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