

WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2
MINUTES OF THE REGULAR MEETING – October 19, 2023

Williamson County Emergency Services District #2 held a regular meeting on October 19, 2023 at Sam Bass Fire Department Station 2, 16248 Great Oaks Drive, Round Rock, Texas.

Commissioners in Attendance:

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

Meeting called to order at 7:01pm by Commissioner Baltazor. A quorum was present.

Pledge of Allegiance led by Commissioner Baltazor.

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 September 21, 2023 as presented

Motion: Strahan Second: Baltazor [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.*

Municipal Accounts & Consulting representative Tyler Wilson presented the District's monthly financial statements, bills, and invoices for September 2023. He stated there was nothing out of the ordinary to report. Some checks had been prepared for payment of invoices received in October. Commissioner Baltazor requested such invoices in the future be presented to the board along with the previous month's invoices. Wilson agreed to do so.

Motion to approve MAC reports as presented.

Motion: Baltazor Second: Hunsberger [Unanimous]

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

Wilson presented SBFD's monthly financial statements, bills, and invoices for September 2023. He stated there was nothing out of the ordinary to report.

ITEM 7: *Discussion and take action relative to election of Sales and Use Tax.*

Commissioner Baltazor stated everything remains in place for the District's proposal for a sales and use tax on the November 7, 2023 election ballot. The District this month paid half of the expenses for conducting the election, a little over \$10,000, to the Williamson County Elections office. The remaining half will be due after the election. Early voting by personal appearance will begin October 23.

Will Prescott, President of Sam Bass Professional Firefighters Association Local 5430, said response from the community has been positive once the issue is explained. It was noted there have been some negative comments toward the proposition on social media, but no organized opposition.

ITEM 8: *Receive and take action relative to the Emergency Services contract with Sam Bass Fire Department.*

The board at its September regular meeting authorized Commissioner Baltazor to open negotiations with SBFD Chief James Shofner regarding renewal of the contract for SBFD to provide emergency services to the District. Commissioner Baltazor earlier this day had emailed Commissioners a copy of the current contract between the District and SBFD along with a draft revision. Commissioners should review the draft contract and offer any recommendations regarding the wording while Commissioner Baltazor and Chief Shofner will continue to work on revisions.

ITEM 9: *Receive monthly operations report from Sam Bass Fire Department.*

a) Receive monthly statistics report from Sam Bass Fire Department.

SBFD Captain Corby Bryan presented abbreviated SBFD incident report data and activities for September 2023 plus comparison to prior years. He had previously emailed a full detailed report to Commissioners. A significant reduction in average response time for Station 1 was noted which Chief Shofner said he would address later in the meeting.

Commissioner Baltazor requested abbreviated reports in the future include the EMS report page in order to highlight the information Commissioners had just recently requested EMS provide. Commissioner Pool requested future abbreviated reports include the employee retention page as that is a subject Commissioners have focused on this calendar year. Both pages were contained in the full report.

b) Receive update on Community Outreach Program at Sam Bass Fire Department.

Assistant Chief Amber Jordan said September events included HEB Grocery bringing food for SBFD personnel in remembrance of 9/11/2001. Also, SBFD participated in Taylor's 9/11 memorial parade. A local Boy Scout troop repainted the fire lane markers at Station 2. Some Station 2 personnel attended a party at the Brookdale Senior Living Center.

c) Receive preliminary report on Squad Concept trial.

Chief Shofner said the change at Station 1 operating as a squad began 8/28/23. He reported an improvement in response times, cost savings, and positive personnel feedback. The Station 1 average response time for September went down to about 4 minutes versus what had been about 7 minutes. There was a slight uptick in the September average response time at Station 2. Response times will need to be tracked in coming months to determine if the squad experiment is the determining factor behind this improvement.

Chief Shofner said he likes having a squad use a brush truck as it is equipped to put out vehicle fires. He found the only drawback to having a squad respond using a brush truck is the inability to block traffic for safety like an engine can. He would like at some point to implement a squad at Station 2 as a supplement to the engine due to population growth in that area.

d) Discuss and action relative to Round Rock Auto Aid Agreement.

Chief Shofner reported the auto aid agreement between SBFD and the Round Rock Fire Department is ready to sign. RRFD has received approval from the Round Rock city council to enter into the agreement. District Legal Counsel Mark Dietz has reviewed and approved the wording of the contract.

Motion to authorize the board's President and Secretary to sign the auto aid agreement between SBFD and RRFD on behalf of the District.

Motion: Strahan Second: Pool [Unanimous]

[President Baltazor and Secretary Pool signed the agreement in the presence of the board immediately after meeting adjournment.]

Commissioner Hunsberger asked about the status of repairs to the trucks. Chief Shofner said he was notified the parts for truck 2 arrived today, and he expected it to be back in operation next week. Also, he said truck 1 should return to service next month.

ITEM 10: *Discuss potential agenda items, location, time, and date(s) for future business meeting. (11/16/2023)*

Next regular meeting to be held November 16, 2023 beginning at 7:00pm at Sam Bass Fire Station 2.

Adjournment:

Motion to adjourn made at 7:39pm.

Motion: Strahan Second: Hunsberger [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