

Bastrop County Emergency Services District No. 2

**January 19, 2021, 7:00 p.m.
Bastrop County ESD#2 Station 4
1432 N. State Highway 95
Bastrop, Texas
MINUTES**

1. President George Martinez called the meeting to order at 7:00 p.m. Vice President Thomas Chalmers, Treasurer Kate Johnston, and Assistant Treasurer Peter Hicks were present. Also present were ESD2 Office Manager Lisa Eller, Chief Gill, Assistant Chief Jay Schwartz, Michael Baumann, Judge Chris Duggan, and James Stefka (Global Medical Response).
2. Peter Hicks provided the invocation.
3. Both Pledges of Allegiance were voiced.
4. Public Comment: Michael Baumann bid farewell as he completed his second term and stepped down from the Board.
5. Public Comment on Agenda Items: None

ADMINISTRATIVE ITEMS

6. Judge Duggan administered Statement of Elected/Appointed Officer and Oath of Office for Thomas Chalmers and Peter Hicks as they accept new terms.
7. Commissioner's agreed to the following positions: President – George Martinez, Vice-President – Thomas Chalmers, Treasurer – Kate Johnston, Assistant Treasurer – Peter Hicks, and Doug Kelsay not present but previously committed to be Secretary after he is sworn in.
8. Discussion of training requirements and status of Commissioner's training. 2021 SAFE-D meeting cancelled so no opportunity for continuing education this year.
9. Lisa Eller will publish notice of address of administrative office location in the Bastrop Advertiser as required annually by the State of Texas.
10. The minutes from the November 17, 2020 regular meeting were presented

It was moved (Chalmers) and seconded (Johnston) to accept the minutes as presented. All approved

11. The November and December 2020 Treasurer's reports were presented.
 - a. An update on payments from Tax Assessor-Collector and bank balance was presented. FYTD Tax collections as of December 1, 2020 were \$174,503.29 and as of January 1 were \$942,497.85.
 - b. Unbudgeted expense items – none were presented
 - c. The Report of Fire Chief on the October 2020 disbursements was reviewed.
 - d. The October 2020 financial reports were reviewed.

It was moved (Chalmers) and seconded (Hicks) to approve the Treasurer's report as presented. All approved

FINANCIAL DISCUSSION/ACTION ITEMS

12. Discussion and possible action regarding amendment to the FY 2020-21 Budget - None.
13. Reviewed the Quarterly Investment Report for the fourth quarter of FY 2020. It was moved (Chalmers) and seconded (Hicks) to approve as presented. All approved.
14. Chief Gill asked for approval to purchase a jet drive for Boat 203 to aid in shallow water operations, estimated cost \$3500. It was moved (Chalmers) and seconded (Johnston). All approved.
15. Josh Gill would like to sell Brush 254 chassis because it is 2-wheel drive and the tank and pump from it have been moved to the new Heavy Brush truck. To be sold by sealed bid. It was moved (Hicks) and seconded (Chalmers). All approved.

OPERATIONAL DISCUSSION/ACTION ITEMS

16. The Monthly report from Bastrop County First Responders regarding emergency operations, response times, call volume and membership was presented. There were 139 total calls reported in November, none by ESD 2. There were 100 total calls in December, two by ESD 2. The average response time was 7 minutes 06 sec.

17. The Operations report from Bastrop County ESD #2 Fire Chief, Josh Gill, was presented including:
- a. Operations reports – The November and December monthly Operations Reports were presented.
 - b. Monthly Statistics – 126 calls were reported in November. The average response time was 11 minutes and 50 seconds. 98 calls were reported in December. The average response time was 8 minutes and 53 seconds.
 - c. Training – Eight firefighters attended rope training.
 - d. Management Activities – None to report.
 - e. Personnel – Three new firefighter will be hired. Two to replace resignations and one to replace a medical discharge. Start dates are shifts starting in February.
 - f. Equipment maintenance – E241 in shop after collision, no frame damage. Brush 206, \$5800 to fix oil leak.

POLICY DISCUSSION/ACTION ITEMS

18. Board Member responsibilities update –Chalmers reports no input from firefighters on updating SOG’s. Hicks reports no update on US Bank for credit card services.
19. Adjournment.

It was moved (Martinez) to adjourn the meeting at 8:11 pm. All approved



 Doug Kelsay, Secretary for Bastrop County Emergency Services District No. 2