

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes
For the Board of Commissioners Meeting Held on January 26, 2021

1. President Ron Spangenberg called the meeting to order at 8:33 a.m.
2. Commissioners present were Ron Spangenberg, Eddie Gumbert, Joe Pendleton, Chuck Ware, and John White. Fire Chief Czichos and Angel Robinson were present. A quorum was present.
3. Elect Officers for 2021 Term of Office; President Spangenberg asked Vice President Gumbert to officiate over the election process for the Board's President position.

President

Vice President Gumbert called for a motion of nomination for the position of President of Hays County ESD 4, Board of Commissioners. Mr. Pendleton made a motion to nominate Ron Spangenberg for the position of President. The motion was seconded by Mr. Ware. There were no additional nominations. The nominations were closed. A vote was taken, and members voted unanimously to elect Ron Spangenberg as President of the Board of Commissioners.

Vice-President

President Spangenberg called for a motion of nomination for the position of Vice President of Hays County ESD 4, Board of Commissioners. Mr. Gumbert made a motion to nominate John White for the position of Vice President of Hays County ESD 4, Board of Commissioners. The motion was seconded by Mr. Ware. There were no additional nominations. The nominations were closed. A vote was taken, and members voted unanimously to elect John White as Vice President of the Board of Commissioners.

Secretary

President Spangenberg called for a motion of nomination for the position of Secretary of Hays County ESD 4, Board of Commissioners. Mr. Ware made a motion to nominate Joe Pendleton for the position of Secretary of Hays County ESD 4, Board of Commissioners. The motion was seconded by Mr. John White. There were no additional nominations. The nominations were closed. A vote was taken, and members voted unanimously to elect Joe Pendleton as Secretary of the Board of Commissioners.

Treasurer

President Spangenberg called for a motion of nomination for the position of Treasurer of Hays County ESD 4, Board of Commissioners. Mr. Joe Pendleton made a motion to nominate Chuck Ware for the position of Treasurer of Hays County ESD 4, Board of Commissioners. The motion was seconded by Mr. John White. There were no additional nominations. The nominations were closed. A vote was taken, and members voted unanimously to elect Chuck Ware as Treasurer of the Board of Commissioners.

Assistant Treasurer

President Spangenberg called for a motion of nomination for the position of Assistant Treasurer of Hays County ESD 4, Board of Commissioners. Mr. Ware made a motion to nominate Joe Pendleton for the position of Assistant Treasurer of Hays County ESD 4, Board of Commissioners. The motion was seconded by Mr. Eddie Gumbert. There were no additional nominations. The nominations were closed. A vote was taken, and members voted unanimously to elect Joe Pendleton as Assistant Treasurer of the Board of Commissioners.

4. Public Comment: No Public sign in.
5. Receive December 1 – 31, 2020 monthly report from Treasurer: President Spangenberg reported he notified the Board members via e-mail that the financial reporting for December 2020 is arriving late. A motion to table Item 5 was made by Mr. John White.
6. Receive monthly report from Fire Chief regarding emergency operations, response times, call volume, training, management activities and volunteer membership; Chief Czichos reported there were 55 calls with two structure fire calls, 15 outside fires, and 9 MVA with one entrapment. Responding with an average is 2 minutes or less out the door with an average of 7-minute response time. Chief Czichos reported the Assistant Chief submitted his resignation. No action required.
7. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported the apparatus have new branding signage. The new command vehicle is in. Build-out accessories are on order. No action required.
8. Receive monthly report from District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action; President Spangenberg shared a weekly SAFE-D Legislative update report is now offered on-line. There was no activity to report from the ESD's attorney. The Board did not enter executive session on this item. No action required.
9. Report on Rebranding of Central Station and Fire Apparatus: President Spangenberg reported the new outdoor sign will cost \$1,025. The existing apparatus re-branding cost \$5,500. No action required.
10. Report on Chief Czichos retirement contributions; President Spangenberg reported the contribution has been made and an additional 3% matching is required. He tabled Item 10 for an upcoming meeting. No action occurred.
11. Discuss and consider FEMA Grant Application due mid-February, 2021; Volunteer and Fire Inspector Klaus Becker reported on FEMA's grant opportunities for apparatus and personnel. The Apparatus grant is due in three weeks. He is completing the application. ESD 4 will be required to pay a portion of the costs. A motion to pursue the FEMA application process was made by Mr. Eddie Gumbert and seconded by Mr. Chuck Ware. The motion was approved unanimously.
12. Discuss and consider Covid-19, and its implications regarding staffing, overtime, time off, sick pay; Chief Czichos reported one full-time firefighter tested positive two weeks ago for Covid-19 but should be back to work in one week. No action required.
13. Discuss and consider purchase of additional rescue and suppression equipment; Chief Czichos reported the new command truck's equipment is ordered. No action at this time.

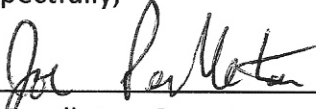
14. Discuss and consider the pursuit of land/property for future Fire Station(s); President Spangenberg reported he spoke to the Winters Mill property owner and the transaction is in process. No action at this time.
15. Discuss and consider additional Target Solutions; Lieutenant Christopher Robbins reported he reviewed additional options and services offered by Target Solutions. The cost is prohibitive at this time despite negotiating for a lower cost. Lieutenant Robbins recommends looking at other systems thoroughly and to table this Item for the time being. No action at this time.
16. Discuss and consider approval of revised Employee Handbook and SOP's; President Spangenberg reported the Handbook and SOP's were distributed to staff. They are living documents and will be updated as needed. Chief Czichos shared the entire staff attended one of two meetings and received both documents on thumb-drives and signed an acknowledgement of their receipt of the documents. It is now the staff person's responsibility to be knowledgeable and follow the procedures and policies in the two documents. A motion to approve the revised Standard Operating Procedures (SOP's) and Employee Handbook was made by Mr. Chuck Ware and seconded by Mr. John White. The motion passed unanimously.
17. Discuss and consider entering into Executive Session pursuant to Chapter 551.074, Personnel matters;

President Spangenberg stated the Board would enter Executive Session under Section 551.074 of the Texas Government Code to discuss personnel issues. Executive Session began at 9:32 a.m. The Board returned to the regular Board meeting at 10:13 a.m. No action was taken regarding personnel matters.

18. Discuss and consider salaried Captain Position to fulfill the duties of Assistant Chief until the Assistant Chief position is reconsidered; President Spangenberg stated Chief Czichos recommends creating a salaried Captain position to fulfill the duties of the Assistant Chief until the Assistant Chief position is reconsidered. The salary will be comparable to the Assistant Chief's position. A motion to approve the salaried Captain position and its base salary of \$71,335 annually was made by Mr. Chuck Ware and seconded by Mr. Eddie Gumbert. The motion passed unanimously.
19. Discuss and consider the position of Infection Control Officer certification pay when acting; President Spangenberg stated TCFP requires an Infection Control Officer on staff to among other responsibilities, maintain HIPPA rule procedures for WFR. The position bears multiple responsibilities to follow the Infection Control Policy. President Spangenberg entertained a motion to provide certification pay in the amount of \$1,500 per year. A motion to provide certification pay in the amount of \$1,500 per year was made by Chuck Ware and was seconded by Mr. John White. The Motion was unanimously approved.
20. Discuss and consider addition at Central Station for living/housing quarters; Chief Czichos and President Spangenberg are meeting with the architect today. Chief Czichos received a quote of \$6,550 to install a sewer tap from the existing Aqua Texas system. A motion to approve allocating \$6,550 for the sewer tap to Central Station was made by Mr. Eddie Gumbert and seconded by Mr. Chuck Ware. The motion passed unanimously.

21. Discuss and consider long range planning; Mr. Chuck Ware stated the addition to Central Station and the potential station on Winters Mill will affect the long-range plan. It was agreed to address the long-range plan as changes occur and needs arise. No action at this time.
22. Discuss and consider notification of subdivision of property; no report and no action necessary.
23. Discuss and consider approval of reimbursement requests; no report and no action necessary.
24. Discuss and consider approval of minutes from December 2020; A Motion to approve the December 2020 minutes was made by Mr. Chuck Ware and seconded by Mr. John White. The Motion was approved unanimously.
25. Discuss future agenda items, time, and date for next meeting; President Spangenberg said the next regular meeting is scheduled for February 23, 2021 at 8:30 a.m. No action taken.
26. Adjourn; President Spangenberg adjourned the meeting 10:26 a.m.

Respectfully,



Joe Pendleton, Secretary