

Williamson County ESD # 7 Board Meeting Minutes
November 12, 2024

President Keith Couch- present
Vice President Mark Bell- present
Secretary Darrel Warren- present
Assistant Treasurer James Shofner- present
Treasurer Laura Anderson - present

Also present at the meeting:
Interim Fire Chief Patrick Shipp
Travis County ESD No 1
Administrative Assistant Amy L Crane
Administrative Assistant Felicia Longoria
LT Derek Rogers
Patty Couch
Dick Hanson
Lt Shultz

Agenda Item # 1- Call to Order.

President Keith Couch called the meeting to order at 6:18 pm.

Agenda Item # 2- Public Comment on items not on the Posted Agenda.

No public comment.

Agenda Item # 3- Public Comment on items on Posted Agenda.

No public comment.

Agenda Item # 4- ESD # 7 Treasurer's Report.

Treasurer Laura Anderson stated the 2023-2024 budget has not been closed-out and reports not finalized.

Agenda Item # 5- Fire Chief/Administrator monthly report regarding emergency operations, apparatus, response times, call volume, training, management activities, awards/accommodations, and membership.

Interim Fire Chief Patrick Shipp presented a verbal monthly report. Lt Rogers, Driver Anderson, and Lt Walker attended an electric vehicle training class. The district received (5) letter of intent to test for the (3) positions.

Agenda Item # 6- Williamson County ESD 7 Professional Firefighter's Association report.

Association President Derek Rogers stated the association donated funds to a local fallen Firefighter's family.

Agenda Item # 7- Florence Volunteer Fire Department monthly report regarding emergency operations, apparatus, response times, call volume, training, management activities and membership.

FVFD President Andrew Marin was not present for a monthly report.

Agenda Item # 8- Update from land acquisition committee.

Nolina approved location of sign "Future Home of Williamson County ESD No 7 Station No. 3".

Agenda Item # 9- Update from planning committee.

No update from the planning committee.

Agenda Item # 10- Update from apparatus committee.

No update from apparatus committee.

Agenda Item # 11- Review and approval of budget amendments.

Vice president Mark Bell made the motion to approve the budget amendments, as presented. Assistant Treasurer James Shofner seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer *James Shofner*- for

Treasurer Laura Anderson – for

Motion carried.

Agenda Item # 12- Reading and approval of the minutes from the meeting, October 15, 2024.

Assistant Treasurer James Shofner made the motion to approve the minutes from the meeting October 15, 2024, as presented. Treasurer Laura Anderson seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer James Shofner- for

Treasurer Laura Anderson – for

Motion carried.

Agenda Item # 13- Discussion and possible action on a contract with Patrick Shipp as Interim Fire Chief.

Secretary Darrel Warren made the motion to approve the contract extension with Travis County ESD No. 1 and Interim Fire Chief Patrick Shipp for 30 days through December 12, 2024. The District has received twenty-five applications for Fire Chief and anticipates filling the position by January 1, 2025. Treasurer Laura Anderson seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer James Shofner- for

Treasurer Laura Anderson – for

Motion carried.

Agenda Item # 14- Discussion and possible action on a request from John-Michael Johnston for vacation/sick time accrual.

Assistant Treasurer James Shofner made the motion to approve the request from John-Michael Johnston for pay on 49.5 sick hours and 49.5 hours of vacation. Treasurer Laura Anderson seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer James Shofner- for

Treasurer Laura Anderson - for

Motion carried.

Agenda Item # 15- Discussion and possible action on renewal of Medical Benefits for 2025.

Treasurer Laura Anderson made the motion to approve the 2025 benefits with Angle Health for medical, dental, vision, and supplementals to include EAP services at an additional \$9.65 monthly charge per employee.

Assistant Treasurer James Shoffner seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer James Shofner- for

Treasurer Laura Anderson – for

Motion carried.

Agenda Item # 16- Discussion and possible action on purchasing policy draft.

Vice President Mark Bell made the motion to approve the Resolution Adopting Purchasing Policy, as presented. Treasurer Laura Anderson seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer James Shofner- for

Treasurer Laura Anderson – for

Motion carried.

Agenda Item # 17- Discussion and possible action on a stipend for mobile devices and eliminate the First Net contract with AT&T Mobility.

No action was taken. The Board requested a detailed plan and cost.

Agenda Item # 18- Discussion and action on Station No1 & No 2 improvements.

No action was taken on Station No. 1 and Station No. 2 improvements.

Agenda Item # 19- Discussion and possible action on approving the final PayScale to include administration.

Treasurer Laura Anderson made the motion to approve the final PayScale to include administration. Assistant Treasurer James Shofner seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for
Assistant Treasurer James Shofner- for
Treasurer Laura Anderson – for
Motion carried.

Agenda Item # 20- Discussion and possible action on the Christmas party and awards banquet.

The Christmas Party is scheduled for December 7, 2024. Awards banquet tentatively scheduled for February 2025.

Agenda Item # 21- Discussion and possible action on updates to the Employee handbook.

Secretary Darrel Warren made the motion to suspend the maximum carry-over of 200 hours of vacation accruals each calendar year to June 30, 2025. Chief Shipp suspended vacation due to vacancies. Assistant Treasurer James Shofner seconded the motion.

President Keith Couch- for
Vice President Mark Bell- for
Secretary Darrel Warren- for
Assistant Treasurer James Shofner- for
Treasurer Laura Anderson – for
Motion carried.

Agenda Item # 22- Review and approve payment of bills of the Williamson County ESD # 7.

Treasurer Laura Anderson made the motion to approve payment of bills of the Williamson County ESD No. 7, as presented. Vice President Mark Bell seconded the motion.

President Keith Couch- for
Vice President Mark Bell- for
Secretary Darrel Warren- for
Assistant Treasurer James Shofner- for
Treasurer Laura Anderson – for
Motion carried.

Agenda Item # 23- Discuss and consider Commissioners' terms of office expiring at year end.

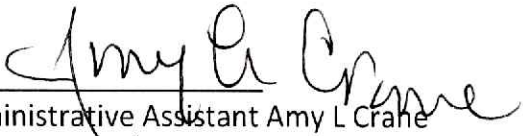
Keith Couch, Laura Anderson, and Darrel Warren stated they intend on renewing their terms for an additional two-years. No action taken.

Agenda Item # 24- Set date, time, and location for the next meeting of the Williamson County ESD # 7.

The regular meeting is scheduled for December 10, 2024, at 6:00 pm.

Agenda Item # 25- Adjournment.

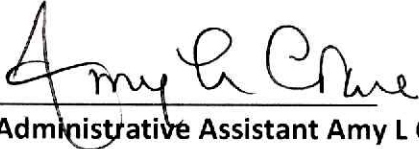
President Keith Couch adjourned the meeting at 7:38 pm.



Administrative Assistant Amy L Crane
Williamson County ESD # 7

Passed and approved by the Williamson County ESD # 7 Board this 10 day of December, 2024.

ATTEST:



Administrative Assistant Amy L Crane


President Keith Couch