

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 10

Regular Meeting Minutes

September 21, 2022

1. **Call to order and establishment of a quorum:**

President Glen Reid called the meeting to order at 7:07 p.m. A quorum was present with Commissioners Glen Reid, Robyn Cantor and Mollie Clakley present. Commissioner Campbell was absent due to work obligations. The Board currently has one vacancy following the passing of Commissioner Stettner.

2. **Citizen Comments:**

There were no comments. Chief Crain was the only citizen present.

3. **Review and approve Minutes from Regular Meetings dated 8/17/2022:**

Commissioner Campbell provided meeting minutes via email prior to the meeting. Commissioner Clakley moved to approve last month's meeting minutes as written. Seconded by Commissioner Cantor. Passed.

4. **Treasurer's Report:**

Commissioner Clakley reported that she had reviewed the months of May and June 2022, finding no significant irregularities. Chief Crain was unable to find/provide an invoice for a debit charge to Texaco Fleet Management for \$178.02 dated 5/29/2022. As this charge was to a known vendor, and as there is no suggestion of malfeasance, Chief Crain will attach an attestation to the review form. Commissioner Clakley reported that all checks had cleared from August 2022, and that one check was still outstanding from July 2022. Crain will look into the July check. Chief Crain also provided year-to-date financials, attached.

5. **Discussion and action as required regarding donation from Michael and Susan Dell, including but not limited to purchase of materials/equipment/facilities for staff usage**

The staff have been informed of this opportunity. At the time of this meeting, they had not yet come to a consensus on their purchase request. This agenda item is therefore tabled until next month's meeting.

6. **Fire Chief's Report**

Crain reported that all apparatus were in service and that all employees were well. The YTD run summary was distributed. Crain reported that bids were being obtained for

installation of shade covers for the parking areas. A proposal will likely be presented next month.

7. **Adjournment:**

Motion to adjourn by Commissioner Cantor, second by Commissioner Clakley and unanimously approved, with adjournment at 7:37 p.m.

Respectfully submitted,

Buddy Crain
Surrogate Scribe