

**MINUTES OF DECEMBER 2, 2020, MEETING  
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48**

A meeting was duly called of Harris County Emergency Services District No. 48, held at the District Administration Building located at 21201 Morton Road, Katy, Texas 77449, on Wednesday, December 2, 2020.

**CALL MEETING TO ORDER AND ESTABLISH A QUORUM.**

The meeting was called to order at 5:04 p.m. by **Marshall Kramer**, President, who announced that a quorum was present. Those Commissioners present were:

|                        |         |
|------------------------|---------|
| <b>Marshall Kramer</b> | Present |
| <b>Sam Henderson</b>   | Present |
| <b>Bret Fossum</b>     | Present |
| <b>Russell Solomon</b> | Present |
| <b>Michael Fleming</b> | Present |

Also present at the meeting were District Interim Fire Chief, John Paetow, Assistant Chief of EMS, Eric Bank, Assistant Chief of Operations, Brett Ellis, Assistant Chief of Administration, Ray Sidwell, Division Chief of Logistics, Machel Richter, Business Manager, Walla Almasri, Office Manager, Jackie Tobar, Division Chief of Safety and Planning, Tommy Westall, and Maintenance Supervisor Matt Weber.

**TO RECEIVE PUBLIC COMMENT.**

No public comment was made.

**TO PAY THE DISTRICT'S INVOICES AND EXPENSES, INCLUDING THE APPROVAL OF ANY ACH PAYMENTS.**

Ms. Tobar presented the Board with the District bills. The Board reviewed and discussed the District bills.

Mr. **Henderson** made a motion to approve the District bills related to expenses incurred by the District since the previous meeting for \$202,751.81. Mr. **Fossum** seconded the motion. The motion passed 5 to 0.

**TO REVIEW AND TAKE ACTION ON THE APPROVAL OF THE 2021-2022 SERVICE AGREEMENT WITH FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 1 FOR FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES.**

Mr. Coveler discussed the contract of the 2021-2022 Service Agreement with Fort Bend County Emergency Services District No. 1 for fire protection and emergency medical services.

Mr. **Henderson** made a motion to approve the 2021-2022 Service Agreement with Fort Bend County Emergency Services District No. 1 as submitted. Mr. **Solomon** seconded the motion. The motion passed 5 to 0.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING MAINTENANCE OF THE MORTON ROAD SEPTIC AND WATER SYSTEMS.**

The District is still waiting to receive the contract from Christensen Building Group, LLC.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING THE PROPOSAL RECEIVED FROM STRATEGIC GOVERNMENT RESOURCES, INC., TO ASSIST WITH THE RECRUITMENT OF A NEW FIRE CHIEF FOR THE DISTRICT.**

Commissioner Kramer discussed the proposal from Strategic Government Resources, Inc. with assisting with the recruitment of the Fire Chief for the District. The cost is \$24,900.00.

Mr. **Fossum** made a motion to approve Strategic Government Resources, Inc. in recruiting the new Fire Chief for the District for \$24,900.00. Mr. **Fleming** seconded the motion. The motion passed 5 to 0.

**TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL.**

The Board entered into Executive Session at 5:30 p.m., to consult with District counsel.

**TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.074 TO DISCUSS PERSONNEL MATTERS.**

The Board entered into Executive Session at 6:16 p.m., to discuss personnel matters.

**ADJOURNMENT.**

Mr. **Henderson** made a motion to adjourn the meeting. Mr. **Solomon** seconded the motion. The motion passed 5 to 0. The meeting adjourned at 6:16 p.m.

The foregoing minutes were passed and approved by the Board of Commissioners on December 16, 2020.



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**Russell Solomon**  
District Secretary