

**MINUTES OF NOVEMBER 17, 2020, MEETING  
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48**

A special 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 Tuesday, November 17, 2020.

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

The meeting was called to order at 5:00 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, and Office Manager, Jackie Tobar.

**TO RECEIVE PUBLIC COMMENT.**

No public comment was made.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING THE DISTRICT'S BUDGET.**

The Board discussed the District's Budget.

Mr. **Henderson** made a motion to approve the accrued vacation payout to Full-Time staff due to Covid-19. Mr. **Fleming** seconded the motion. The motion passed 5 to 0.

**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 7:14 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