

**MINUTES OF JUNE 2, 2021, 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, June 2, 2021.

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

The meeting was called to order at 6:00 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>	Absent
<b>Michael Fleming</b>	Present

Also present at the meeting were District Fire Chief, George McAteer, Assistant Chief of EMS Eric Bank, Assistant Chief of Suppression, Brett Ellis, Assistant Chief of Administration Ray Sidwell, District Chief Scott Strait, Division Chief of Logistics Machel Richter, Business Manager Walla Almasri and Office Manager Jackie Tobar. Also, present Ira Coveler the District's legal counsel with the law firm of Coveler & Peeler.

**TO RECEIVE PUBLIC COMMENT.**

No public comment was made.

**TO PAY THE DISTRICT'S INVOICES AND EXPENSES, INCLUDING THE APPROVAL OF ANY PAY APPLICATIONS OR 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 \$264,202.90. Mr. **Fossum** seconded the motion. The motion passed 4 to 0.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING SELECTING A HIGH TECHNOLOGY VENDOR BASED UPON THE RESPONSES RECEIVED TO THE DISTRICT'S REQUEST FOR QUALIFICATIONS SOLICITATION.**

Chief Sidwell presented to the Board that the District had received two (2) responses to its solicitation for an IT vendor. The two companies that responded are Prime ITS (the District's current IT vendor) and Your Tech Guys. Chief Sidwell announced that he and Division Chief of Logistics Machel Richter are still reviewing the responses to the Request for Proposals and are in the process of contacting references and interviewing the two (2) high technology vendors.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING PURCHASING NEW SOFTWARE TO SERVE THE DISTRICT'S ACCOUNTING, BOOKKEEPING, AND PURCHASING NEEDS.**

Item tabled.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING MATTERS RELATED TO DISPATCHING THE DEPARTMENT TO CALLS FOR SERVICE.**

A meeting with Community Fire Department will be held on Friday, June 4, 2021, to discuss dispatching Department calls for service.

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

Chief Richter discussed the repairs to the Morton Road septic and water system. Chief Richter met with Christensen Building Group and Greg Plumbing. The septic system was camera scoped for the third time. What was discovered during the camera scope was another belly in the line. Chief Richter stated, "Christensen wants to dig up that section of the line to correct." The District's engineer has informed Chief Richter that it is their belief that if the District only repairs that one section of the line, it could pose the same issue down the road. Chief Richter stated that she and Mr. Coveler will need to meet with Dustin and Christensen Building Group to have the entire line redone."

Mr. Fossum made a motion to recommend for Christensen to replace the entire line. Mr. **Fleming** seconded the motion. The motion passed 4 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 6:31 p.m., to consult with legal counsel. The Board exited closed session at 7:44 p.m.

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

The Board did not enter closed session regarding any personnel matters.

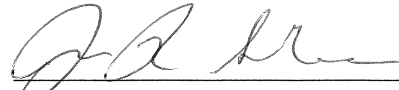
**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING ANY PERSONNEL MATTERS.**

Chief Ellis discussed the On-Duty Health program that will replace Life Scan. Chief Ellis presented the agreement with On-Duty Health to the Board to sign. Mr. Coveler informed the Board that since the Board previously approved the agreement, no additional action was necessary, and Marshall Kramer could simply sign the agreement that was being presented.

**ADJOURNMENT.**

There being no further business brought before the Board nor any further public comment, Mr. **Henderson** made a Motion to adjourn the meeting at 7:46 p.m., Mr. **Fleming** seconded the Motion. The Motion passed 4 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on July 21, 2021.



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**Russell Solomon**  
District Secretary