

**MINUTES OF NOVEMBER 3, 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, November 3, 2021.

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

The meeting was called to order at 5:00 p.m. by **Bret Fossum**, Vice 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 Administration; Ray Sidwell, Division Chief of Logistics; Machel Richter, Business Manager; Walla Almasri, and Office Manager; Jackie Tobar. Also, present Human Resources, RaChele Parker with RIT Management, and Scott Seiffert with Prime ITS. Mr. Ira Coveler, the District's legal counsel with the law firm of Coveler & Peeler appeared by telephone during closed session.

**TO RECEIVE PUBLIC COMMENT.**

No public comment was made.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING ENGAGING MARTINEZ ARCHITECTS L.P., TO DEVELOP ARCHITECTURAL DRAWINGS FOR THE RENOVATION OF STATION 4.**

Chief Sidwell stated that there were no updates and he is hoping to get more information at the next ESD meeting on November 17, 2021.

**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 \$1,353,733.08. Mr. **Kramer** seconded the motion. Chairman Fossum next called for a vote and the motion passed by a vote of 4 to 0.

Mr. **Henderson** amended the previous motion to approve the District bills related to expenses incurred by the District since the previous meeting for \$1,354,729.66. Mr. **Kramer** seconded the motion. Chairman Fossum next called for a vote and the motion passed by a vote of 4 to 0.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING THE ACQUISITION OF NEW ELECTION EQUIPMENT FROM HART INTERCIVIC FOR FUTURE DISTRICT ELECTIONS.**

Item tabled.

**TO REVIEW AND DISCUSS THE DISTRICT'S BUDGET(S) AND TAKE ANY NECESSARY ACTION RELATED TO THE REVIEW.**

Item tabled.

**TO CONDUCT ANNUAL REVIEW OF THE DISTRICT'S INVESTMENT POLICY AND TAKE ANY NECESSARY ACTION.**

Item tabled.

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

The Board entered Closed Session at 5:47 p.m. and returned to Open Session at 6:35 p.m.

**TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REGARDING REAL ESTATE MATTERS.**

The Board did not exercise the option of Closed Session regarding real estate matters.

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

The Board did not exercise the option of Closed Session regarding personnel matters.

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

No action taken.

**TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING DISTRICT REAL ESTATE MATTERS.**

No action taken.

**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 6:38 p.m. Mr. **Fleming** seconded the motion. Chairman **Fossum** next called for a vote and the motion passed by a vote of 4 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on December 15, 2021.

A handwritten signature in black ink, appearing to read "Russell Solomon", written over a horizontal line.

**Russell Solomon**  
District Secretary