

MINUTES OF JULY 20, 2022, 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, July 20, 2022.

CALL MEETING TO ORDER AND ESTABLISH A QUORUM.

The meeting was called to order at 6:09 p.m. by **Sam Henderson**, Board President, who announced that a quorum was present. Those Commissioners present were:

Sam Henderson	Present
Russell Solomon	Present
Michael Fleming	Present
Scott Strait	Present
Pattie Creel	Present

Also present at the meeting were Fire Chief, George McAteer, Assistant Chief of EMS, Eric Bank, Assistant Chief of Administration, Ray Sidwell, Business Manager, Walla Almasri, Office Manager, Jackie Harvey, and other ESD Members. Also present was District Attorney David Manley.

TO RECEIVE PUBLIC COMMENT.

No public comment was made.

TO REVIEW, DISCUSS, AND TAKE ACTION RELATED TO THE REMODEL PROJECT AT STATION 4.

Chief Sidwell discussed the remodeling project at Station 4, and reported that he and Chief Richter had their first construction meeting to discuss the project. Construction Masters has given a start date of August 24, 2022. He is currently coordinating with the command staff regarding the logistics of crews and the repositioning of Tower 4 to Station 1 for the duration of the renovation. Medic 4 will remain at the Station during the renovation, coordinating with Mr. Martinez and Construction Masters.

TO REVIEW, DISCUSS, AND TAKE ACTION RELATED TO THE MONTHLY SALES TAX REPORT.

Ms. Robin Humphries with HdL Companies, Inc. emailed the District's Sales Tax Report. Mr. **Fleming** made a motion to approve the Monthly Sales Tax Report as presented. Mr. **Solomon** seconded the motion. The motion passed 5 to 0. Please see the Report from Ms. **Humphries** for complete listings and details of all figures presented.

TO RECEIVE THE FINANCIAL REPORT FOR THE DISTRICT AND TAKE ANY ACTION RELATED THERETO.

Mr. Majeres with ABIP CPA Advisors, LLC sent the District's Financial Report. Mr. **Fleming** made a motion to accept the Financial Report from the District Bookkeeper as presented. Ms. **Creel** seconded the motion. The motion passed 5 to 0. Please see the Report

from Mr. Rich Majeres with ABIP CPA Advisors, LLC for a detailed report of the District's financial condition.

TO PAY THE DISTRICT'S INVOICES AND EXPENSES AND APPROVAL OF ANY WIRE TRANSFERS.

Ms. Harvey presented the Board with the District bills. Mr. **Fleming** made a motion to approve payment of the District bills related to expenses incurred by the District since the previous meeting for \$736,281.02. Mr. **Solomon** seconded the motion. The motion passed 5 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION ON FUNDING THE DISTRICT'S PAYROLL OBLIGATIONS.

Mr. **Fleming** made a motion to approve the District's payroll obligations for June and July for \$819,455.37. Ms. **Creel** seconded the motion. The motion passed 5 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION ON THE DISTRICT'S BANK ACCOUNTS.

Chief Sidwell discussed the District's bank accounts. After discussion, the Board decided to currently use one (1) Bank for the District, remaining with Allegiance Bank. Mr. **Fleming** made a motion to approve closing the Medical Billing Account at PNC Bank. Mr. **Solomon** seconded the motion. The motion passed 5 to 0.

TO REVIEW AND TAKE ACTION ON MINUTES OF PRIOR MEETINGS.

All District Minutes are up to date from prior meetings. Mr. **Solomon** made a motion to approve the District's Minutes from the prior meetings as presented. Ms. **Creel** seconded the motion. The motion passed 5 to 0.

TO RECEIVE ANY REPORTS FROM FIRE CHIEF GEORGE MCATEER AND TAKE ANY NECESSARY ACTION RELATED TO HIS REPORT.

Chief McAteer discussed his report.

Personnel

- Two (2) Members are currently out on COVID quarantine. Six (6) additional members are out for COVID in July.
- There were zero Members out for COVID in June.
- We are waiting for the new L-3 to go into service to promote four (4) Lieutenants to Captains. Already interviewed candidates and have a promotional list.
- Chief Sidwell's group is interviewing candidates for the Full-Time Quartermaster position.
- Rehab recently lost three (3) Members; Captain Fabricant is currently interviewing candidates to replace them.

Apparatus

- B-5 was just sent on a TIFMAS deployment to Palo Pinto County.
- The two (2) new engines should be ready for service by the end of July. The new ladder truck should be in service in August. It needs to go back to Siddons for warranty a/c work.

- The new radios have been programmed and installed. We are still waiting on some shelving and tools, but the mechanics are now mounting equipment for all three (3) apparatus in compartments.
- B-3 was wrecked (T-boned at intersection) and is considered a total loss. We need to replace this unit.
- We are looking for chassis for a new booster and ambulances.

Stations

- An ongoing project to install standard alerting systems in all four (4) fire stations. Station 1 is finished. It should be complete by the end of the year.
- Station 4 renovation is set to begin on 8/24.

Other Items

- Attended an HCFMO training for ESRI, a wide area search app used by Harris County departments during a large-scale natural disaster. It is a very useful app. A crew can drop markers in the app to show where they have searched, their entire route is shown, they can upload pictures to show conditions, and everyone involved can see everything, so time is not lost doing duplicate searches.
- Outstanding job by crews (BAT-1, E-1) and Rehab on a hazardous materials call (overturned truck) on the flyover ramp from 99 to E-10 east. The call started at 05:30 a.m. and was wrapped up at about 9:30 p.m. Crews were out in the heat all day. Rehab provided breakfast, lunch, and supper for all on the scene. Harris County Haz-Mat sent a big "Thank You" for Rehab.

TO RECEIVE AN EMS DIVISION REPORT FROM ASSISTANT CHIEF ERIC BANK AND TAKE ANY NECESSARY ACTION RELATED TO THE REPORT.

Chief Bank provided a summary of EMS's response times and activities. He informed the Board that the Omicron COVID strain is highly contagious, and the District continues to experience issues acquiring medical supplies. No action was taken.

TO RECEIVE A FIRE DIVISION REPORT FROM ASSISTANT CHIEF MARK DONOVAN AND TAKE ANY NECESSARY ACTION RELATED TO THE REPORT.

Chief Donovan provided a summary of Suppression's response times and activities. He was absent from tonight's meeting. No action was taken.

TO RECEIVE AN ADMINISTRATIVE REPORT FROM ASSISTANT CHIEF RAY SIDWELL AND TAKE ANY NECESSARY ACTION RELATED TO THE REPORT.

Chief Sidwell discussed his report. The TIFMAS reimbursement from Hurricane Ida (09/2021) is nearing completion for an agreed-upon total reimbursement of \$184,405.53. We are nearing the start of the packed gravel driveway at the Porter property as part of the agreement with Skyway Towers. Breedlove has started our 2021 audit.

TO RECEIVE AN EQUIPMENT, APPARATUS, AND FACILITIES REPORT AND TAKE ANY NECESSARY ACTION RELATED TO THE REPORT.

Chief Sidwell informed the Board Booster 3 was involved in a fleet accident on Sunday, July 3, 2022; fortunately, no one was injured. VFIS has sent an adjuster, and we are not waiting for his report. Damages are estimated at \$26,000, which exceeds 75% of the agreed value, which makes it a total loss.

TO REVIEW, DISCUSS, AND TAKE ACTION ON ANY NEEDED MAINTENANCE, REPLACEMENTS, AND IMPROVEMENTS RELATED TO THE OPERATION OF THE DISTRICT'S FIRE STATIONS, APPARATUS, OR EQUIPMENT.

Chief Sidwell informed the Board Booster 3 needs to be replaced which is \$285,000.

Mr. **Strait** made a motion to give Chief Bank permission to locate and purchase two (2) chassis or demo trucks within the respected budget. Ms. **Solomon** seconded the motion. The motion passed 5 to 0.

Mr. **Solomon** made a motion to approve two (2) new medic units within the budget with an anticipated date of 2024 arrival. Ms. **Creel** seconded the motion. The motion passed 5 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING ADOPTION AND AMENDMENT OF DISTRICT POLICIES OR JOB DESCRIPTIONS.

Item tabled.

TO REVIEW, DISCUSS, AND TAKE ACTION FOR THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH AND SAFETY CODE §775.251.

Mr. **Strait** made a motion to authorize the disposal of the unrepairable PPE end-of-life gear. Mr. **Solomon** seconded the motion. The motion passed 5 to 0.

TO REVIEW, DISCUSS, AND ACT ON MUTUAL AID AGREEMENTS.

Item tabled.

TO REVIEW, DISCUSS, AND TAKE ACTION ON THE PORTER ROAD EXPANSION LEASE.

Item tabled.

TO DISCUSS ANY NEW ITEMS WHICH NEED TO BE ON THE AGENDA FOR THE SUBSEQUENT DISTRICT MEETINGS AND APPROVE THE PROPOSED MEETING DATES FOR THE BILL PAY MEETING TO BE HELD ON WEDNESDAY, AUGUST 3, 2022, AT 5:00 P.M., AND THE REGULAR MONTHLY MEETING TO BE HELD ON WEDNESDAY, AUGUST 17, 2022, AT 6:00 P.M.

The Bill Pay meeting will be held on Wednesday, August 3, 2022, at 5:00 p.m.

The Regular Monthly meeting will be held on Wednesday, August 17, 2022, at 6:00 p.m.

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

No Action

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

No Action

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

Start Time: 8:05 P.M.

End Time: 8:28 P.M.

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

No Action

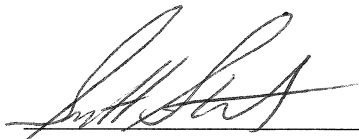
TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING DISTRICT REAL ESTATE MATTERS.

No Action

ADJOURNMENT.

There being no further business before the Board, Mr. **Solomon**, made a motion, seconded by Ms. **Creel** to adjourn. The motion passed 5 – 0 and the Board adjourned at 8:30 p.m.

The foregoing minutes were passed and approved by the Board of Commissioners on August 17, 2022.



Scott Strait
District Secretary