

MINUTES OF OCTOBER 5, 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 October 5, 2022.

The meeting was called to order at 5:00 p.m. by **Sam Henderson** Board President, who announced that a quorum was present. Those Commissioners present were:

Sam Henderson	President	Present
Russell Solomon	Vice President	Present
Mike Fleming	Treasurer	Present
Scott Strait	Secretary	Present
Patti Creel	Assistant Secretary Treasurer	Present

Greg McAteer	District Fire Chief
Mark Donovan	Assistant Chief of Operations
Ray Sidwell	Assistant Chief of Administration
Machelle Richter	Chief of Logistics
Jackie Harvey	Office Manager
David Manley	Legal Counsel
Robin Brian	Assistant Office Manager
RaChele Hazel	RIT

To receive public comment.

No public comment was made.

To review, discuss and take action regarding matters related to the renovation of Station 4.

Chief Sidwell reported demolition began on September 26, 2022. He and Chief Richter are meeting bi-weekly with Construction Masters of Houston and Martinez Architects for construction meetings. Chief Sidwell requested approval for \$28,571.72, which will be covered by the Owner Contingency Allowance, for the following items:

- Your Tech Guys – Additional network cabling and coax cabling, hardware, and 24 port patch panel.
- Leggio Electric – additional conduits, sleeves, outlets, data boxes, and installation.
- Southland Mechanical – installation of new EF with ductwork and new ceiling grilles with ductwork for IT room on second floor.
- Fort Bend Drywall – supply and install 26ga galvanized sheet metal over existing gable vents. Supply and install 26ga galvanized vent penetrations in water heater closet on the second floor of residential size of station.

Commissioner Fleming made a motion to use the contingency allowance in the amount of \$28,571.12 for these changes to be made at Station 4. Commissioner Solomon seconded the motion. Motion passed 5-0.

To review, discuss and take action on acquisition of apparatus, equipment, technology and supplies related to the operation of the District's fire stations, apparatus or equipment.

Chief Donovan reported that he is meeting with Metro Fire tomorrow about the new Booster refit. No action was taken.

To pay the District's invoices and expenses including the approval of any ACH payments.

Robin Brian presented the District's invoices for \$556,495.06 for approval by the board. Commissioner Fleming made a motion to approve the District's bills related to expenses incurred by the District since the previous meeting for \$556,495.06. Commissioner Solomon seconded the motion, and the motion passed 5-0.

To receive a report on TIFMAS status including but not limited to all reports filed, itemized reconciliation of funds spent, received and/or outstanding, and take any action related to same.

Chief Sidwell reported that all TIFMAS deployments had been submitted and were in various forms of audit. Commissioner Strait stated he wanted a GL code line for receivables from TIFMAS deployments. Chief Sidwell stated there was a line at this time, but he would get with Rich Majeres and ask him to add it to his monthly report. Discussion proceeded. Commissioner Strait requested that the TIFMAS report was only necessary to give at the second meeting of the month. No action was taken.

Meeting Adjourned for a five-minute break at 5:16 p.m. to be followed by closed sessions.

The Board went into closed session at 5:20 to discuss personnel matters. The Board came out of closed session at 6:20.

To review, discuss and act regarding items discussed in closed session.

Commissioner Strait made a motion to give all employees the 4% COLA increase regardless of salary caps, and to limit contract employees to the increases specified in their contracts. There was no second.

To review, discuss, amend, propose and/or adopt District's budget(s).

No Action

Adjournment.

Commissioner Solomon made a motion to adjourn, seconded by Commissioner Fleming. There being no further business before the Board, the meeting adjourned at 7:11 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on November 16, 2022.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By: 

SCOTT STRAIT
Secretary of the Board