

**MINUTES OF APRIL 5, 2023, 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 April 5, 2023.

- 1. The meeting was called to order by Chairman 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	Absent
Patti Creel	Assistant Secretary-Treasurer	Present

Also present:

George McAteer	Fire Chief
Mark Donovan	Assistant Chief of Operations
Ray Sidwell	Assistant Chief of Administration
Eric Bank	Assistant Chief of EMS
Jackie Harvey	Office Manager
Robin Brian	Assistant Office Manager
David Manley	Legal Counsel

General Public

- 2. To receive public comment.**

Jackie Harvey spoke on the Employee of the Month. She stated she wanted to start doing the recognition during the second meeting of the month so that the member could come and be recognized with their families by the Commissioners and Command Staff for all they do. The Commissioners agreed and felt this was a good idea. Mrs. Harvey stated she would make it happen.

- 3. To review, discuss and take action regarding any District financial institution matters.**

Item was closed. No action taken.

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

Commissioner Strait arrived at 5:05 p.m.

Robin Brian presented the District's invoices for \$326,531.17. 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 \$326,531.17. Commissioner Creel seconded the motion, and the motion passed 4-0. Commissioner Strait abstained from the vote.

- 5. To review, discuss and take any necessary action related to America's Blood Centers and Blood Advocacy Week.**

Item tabled.

- 6. To review, discuss and act on matters related to the renovation of Station 4.**
Chief Sidwell presented a change order in the amount of \$2,693.38 to take care of the striping of the parking lot. Commissioner Fleming made a motion to pay the \$2,693.38 change order to Construction Master's for the parking lot striping. Commissioner Solomon seconded the motion. Motion passed 5-0.

- 7. To review, discuss and act on repair or acquisition of apparatus, equipment, technology and supplies.**

Item was tabled.

- 8. To review, discuss and act on revisions to the District budget.**

Item was tabled.

- 9. To review, discuss and take action on agreement with Rene Bates Auctioneers, Inc.**

Chief Sidwell presented the Renee Bates Auctioneer contract to auction off used computers. Commissioner Solomon wanted to know what happened with the hard drives. Chief Sidwell explained that they require a DOD wipe which was not feasible financially or logistically so they have been removed and will be properly destroyed. Commissioner Solomon made a motion to engage Renee Bates Auctioneers to offload extra equipment. Commissioner Creel seconded the motion. Motion passed 5-0

10. To review, discuss and act on matters related to District Strategic Planning, including but not limited to engaging consultant to assist with developing Strategic Plan.

Chief McAteer presented a contract from MSM Public Safety Consultants. They work with ESDs on strategic planning. The contract is for \$31,870.00. Discussion followed. Commissioner Strait expressed his concern that we did not have sufficient information regarding the company and scope of project. Mr. Manley suggested someone from MSM come to the next Board meeting and answer any questions the Board may have. Commissioner Fleming made a motion to engage MSM Public Safety Consultants for strategic planning at a cost of \$31,870.00. Commissioner Solomon seconded the motion. Motion passed 4-0 with Commissioner Strait abstaining from the vote.

11. To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar.

No action taken.

12. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.

No action taken.

13. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.

No action taken.

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

No action taken.

15. Adjournment.

Commissioner Fleming made a motion to adjourn. Commissioner Creel seconded the motion. The adjournment occurred at 5:58 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on April 19, 2023.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By: 

SCOTT STRAIT

Secretary of the Board