

**MINUTES OF SEPTEMBER 6, 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 September 6, 2023.

1. Call meeting to order by Chairman Sam Henderson roll call taken at 5:02 p.m.

Sam Henderson	President	Present
Russell Solomon	Vice President	Present
Mike Fleming	Treasurer	Present
Scott Strait	Secretary	Present
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
Machelle Richter	Chief of Logistics
Jackie Harvey	Office Manager
Robin Brian	Asst. Office Manager
David Manley	Coveler & Peeler
Krystine Ramon	Coveler & Peeler
Simon Van Dyke	Touchstone District Services

2. To receive public comment.

No public comment was made.

3. To review and act on the minutes of prior meetings.

Item was tabled.

4. To review and take action on matters relating to an election to be held on November 7, 2023.

Krystine Ramon gave educational information on the Do's and Do not's of the upcoming election for Commissioners. No action was taken.

(Commissioner Solomon left the meeting at 5:54 pm.)

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

Robin Brian presented the District's invoices for \$402,876.95. 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 \$402,876.95. Commissioner Creel seconded the motion, and the motion passed 4 - 0.

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

Chief McAteer reported that they had seen the new Booster today and it should be ready next week. The boats are being delivered on Friday. Discussion followed. No action was taken.

7. **To receive a status report on the training/District Fire Station No.6 project and take any necessary action regarding the report.**

Chief McAteer reported he felt the District needed to change Architects for the developmental report of Station 6. Chief Sidwell is going to reach out to Martinez Architects and request Ricardo Martinez to come to the next meeting and speak with the board. No action was taken.

8. **To receive a report from Touchstone District Services regarding the District's community outreach plan and take any necessary action related to same. (The Agenda Item was moved up due to schedules).**

Simon Van Dyke and the commissioners had a discussion on the upcoming election. Simon assured the Board that he could have the brochures and other educational material ready for the upcoming Safety Fest. A meeting on Monday 9/11/23 was set up to further discuss. No action was taken.

9. **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 that require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar.**

No action.

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

No action.

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

No action.

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

No action.

13. Adjournment.

Commissioner Fleming made a motion to adjourn the meeting. Commissioner Creel seconded the motion. The motion was passed. 4 to 0. The meeting was adjourned at 6:19 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on October 18, 2023.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By:



SCOTT STRAIT

Secretary of the Board