

## 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 December 4, 2024.

**1. Call meeting to order by Commissioner Creel, roll call taken, and a quorum established at 5:00 p.m.**

<b>Scott Strait</b>	President	Present	Arrived at 5:04 p.m.
<b>Patti Creel</b>	Vice President	Present	
<b>Don Pannell</b>	Treasurer	Present	
<b>Sam Henderson</b>	Secretary	Present	
<b>Mike Fleming</b>	Assistant Secretary-Treasurer	Present	

**Also present:**

George McAteer	Fire Chief
Eric Bank	Assistant Chief of EMS
Robin Brian	Assistant Office Manager
David Manley	Coveler and Peeler

**General Public, see the attached sign-in sheet.**

**2. To receive public comment.**

No public comment was made.

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

Commissioner Pannell made a motion to approve the District's bills related to expenses incurred by the District for \$456,002.17. Commissioner Henderson seconded the motion. The motion passed 4-0.

**4. To review, discuss, and act on the transfer of District funds from Texas Class and TexPool to Stellar Bank.**

Commissioner Henderson made a motion to approve the transfer of \$1,200,000.00 from Texas Class to Stellar Bank to cover operating costs. Commissioner Pannell seconded the motion. The motion passed 4-0.

**5. To review, discuss, and take action regarding matters related to District Loans and Certificates of Deposit.**

No action taken.

**6. To review, discuss, and take action regarding the 2025 TCDRS Retirement plan.**

Commissioner Henderson made a motion to fund TCDRS at the 9.06% funding rate for 2025 to keep the proper amount of funds in our account. Commissioner Fleming seconded the motion. The motion passed 5-0.

**7. To review, discuss, and take action regarding additional NetSuite account activation services.**

Commissioner Creel made a motion to accept the agreement and pay \$9,266.40 to NetSuite for employee licenses. Commissioner Henderson seconded the motion. The motion passed 5-0.

**8. To review, discuss, and take action regarding the purchase of apparatus, including consideration of change order related to the new rehab truck currently on order.**

Chief McAteer presented a change order from NovaMaxa/SMJ Equipment, LLC. for a \$62,415.00 for the Rehab Truck that is being built. This will include exterior and interior changes plus the camera system. Discussion followed. Check #74266 in the amount of \$15,603.75 was presented with an invoice from SMJ Equipment, LLC. for the first payment of the change order. Commissioner Henderson made a motion to approve the \$62,415.00 change order for the new Rehab Truck the district is obtaining, and payment of the first invoice in the amount of \$15,603.75. Commissioner Creel seconded the motion. The motion passed 5-0.

**9. To review, discuss and act regarding the District's Strategic Plan.**

Chief McAteer discussed the progress of the Strategic Plan. He explained that he would like to do appendages to sum up each year's progress. Discussion followed. The Board decided that they would like those done by the end of January. No action was taken.

**10. To review, discuss and act regarding matters related to construction (current or proposed).**

Chief McAteer started to discuss Ricardo's preliminary plans that were sent to him. Chairman Strait requested that the plans be sent to all members of the Board as they were only sent to Chief McAteer. Discussion followed and the Board wants the bidding process to start in the first quarter of next year. No action was taken.

Commissioner Strait expressed he would like staff to look into Starlink and security cameras for the Porter Road property. No action was taken.

**11. To review, discuss and act regarding the District's budget(s).**

No action was taken.

**12. To review, discuss and act on personnel matters.**

Commissioner Strait requested that the After the Fire brochures be removed from the trucks and corrected as there needs to be further editing. After corrections are made these will be placed back on the trucks. Chief Tharp assured the Board this would be done.

*The Board went into closed session at 6:16 p.m. to discuss items 13 through 15.*

**13. 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.**

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

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

*The Board came out of closed session at 6:50 p.m.*

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

No action taken.

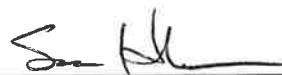
**17. Adjournment.**

There being no further business, a Motion was made by Commissioner Fleming, seconded by Commissioner Creel to adjourn the meeting. The Motion passed by a vote of 5 to 0.

Meeting was adjourned at 6:58 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on February 18, 2025.

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48**

By:   
Secretary of the Board