

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

A special 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 June 17, 2025.

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

Scott Strait	President	Present
Patti Creel	Vice President	Present
Don Pannell	Treasurer	Present
Sam Henderson	Secretary	Present
Mike Fleming	Assistant Secretary-Treasurer	Present

Also present:

Vince Moreno	Interim Fire Chief/Assistant Chief of Operations
Eric Bank	Assistant Chief of EMS
Ray Sidwell	Assistant Chief of Administration
Jackie Harvey	Office Manager
Robin Brian	Assistant Office Manager
David Manley	Coveler & Peeler
Bianca Espinoza	RIT

2. To receive public comment.

No public comment was made.

3. To review, discuss and take action regarding employee policies and procedures.

The Board discussed proposed changes to the Employee Handbook. No action taken.

The Board went into closed session at 6:00 to address items 4 through 5.

4. 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.

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

6. To review, discuss and take action regarding matters as discussed in Closed Session.


A motion was made by Commissioner Henderson, seconded by Commissioner Creel to approve the separation agreement as presented. Motion passed by a vote of 5 to 0.

7. 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 6:38 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on July 16, 2025.

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By: 
Secretary of the Board