

## 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 3, 2025.

### **1/2. Call meeting to order by Commissioner Creel, roll call taken, and a quorum established at 5:15 p.m.**

<b>Scott Strait</b>	President	Present
<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:**

Vince Moreno	Assistant Chief of Operations
Eric Bank	Assistant Chief of EMS
Ray Sidwell	Assistant Chief of Administration
Alyssa Saccomen	Financial Director
Jackie Harvey	Office Manager
Robin Brian	Assistant Office Manager
David Manley	Coveler & Peeler

### **3. To receive public comment.**

Commissioner Strait presented Board members with the itinerary for the Fire Chief interviews next week. There will be a meet and greet on the 16<sup>th</sup> from 1-3 p.m. Discussion followed. Chief Sidwell introduced JaNae Breda the new CRR/PIO Captain. She comes to from Georgia and brings a wealth of knowledge and experience.

### **4. To pay the District's invoices and expenses including the approval of any ACH payments, and/or the transfer of District funds from Texas Class and TexPool to Stellar Bank.**

Discussion was had on multiple invoices. Commissioner Strait would like a comparison of MPS vs. Sam's and would like the utility contracts compared. Robin Brian presented the District's invoices in the amount of \$386,473.76 for approval by the board. Commissioner Creel made a motion to approve the District's bills related to expenses incurred by the District for \$386,473.76. Commissioner Pannell seconded the motion. The motion passed 5-0.

Alyssa Saccomen asked for \$500,000.00 to be moved from the District's Texas Class account to the Revenue account at Stellar Bank to pay for the District's expenses. Commissioner Henderson made a motion to move \$500,000.00 from the District's Texas

Class account to the Revenue account at Stellar Bank to pay for the District's expenses. Commissioner Fleming seconded the motion. The motion passed 5-0.

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

No action taken.

- 6. To review, discuss and act on personnel matters.**

Nothing on this item.

- 7. To review, discuss and act regarding adoption and amendment of District policies or job descriptions.**

Nothing on this item.

- 8. To review, discuss and take action for the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.**

Chief Sidwell presented the title for the HUT-5 1967 Kaiser Utility 4M0357 for transfer from ESD to ESD per legal's advice. The HUT will be transferred to Austin County ESD 2 for Sealy Fire Department. The injectors are being replaced and the transfer will then be completed. He asked the Board to approve the transfer. Commissioner Henderson made a motion to declare the HUT to have \$0.00 value and approve the transfer of the HUT-5 1967 Kaiser Utility Truck 4M0357 to Austin County ESD 2 for Sealy Fire Department after repairs of the injectors are made. Commissioner Fleming seconded the motion. The motion was passed. 5-0.

*The Board went into executive session at 5:30 to discuss personnel matters and confer with legal.*

- 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 which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar.**
- 10. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**
- 11. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**

*The Board came out of executive session at 6:15 p.m.*

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

Commissioner Creel made a motion, seconded by Commissioner Pannel, to accept the recommendation and approve the recommended organizational structure, eliminating the position of the Assistant Chief o Administration. The motion passed 5-0.

**13. Adjournment.**

There being no further business, a Motion was made by Commissioner Fleming, seconded by Commissioner Henderson to adjourn the meeting. The Motion passed by a vote of 5 to 0. Meeting was adjourned at 6:15 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on August 20, 2025.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By:   
Secretary of the Board