

## 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 October 9, 2025.

### 1. Called meeting to order roll call taken, and a quorum established at 4:00 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        |
| Jackie Harvey   | Office Manager                |
| Robin Brian     | Assistant Office Manager      |
| David Manley    | Coveler & Peeler              |
| Laura Milliorn  | Core Benefits                 |
| Bianca Espinoza | RIT                           |

### General Public, see sign-in sheet on file.

### 2. To receive public comment.

No public comment was made.

### 3. To review, discuss and take action regarding the renewal and adoption of District Insurance policies.

Laura Milliorn explained the renewal bids that had come in for the District's employee benefits for 2026. Discussion was had on details.

Commissioner Creel made a motion to continue the current package of Employee Health Insurance Benefits and accept the no bid rates for the District provided by Core Benefit Service. Commissioner Fleming seconded the motion. The motion passed 5 to 0.

### 4. To review, discuss and take action regarding the District's employee handbook.

Bianca Espinoza presented the changes that had been sent to the Board prior to the meeting for their review. No action.

5. **To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel.**

The board went into closed session at 5:08 p.m. to consult with legal counsel. The Board came out of closed session at 5:20 p.m.

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

Commissioner Strait made a motion to convert District's Finance Director to a part-time hourly position, at an equivalent hourly rate. Commissioner Henderson seconded the motion. The motion passed 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 5:30 p.m.

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By:   
Secretary of the Board