

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 January 7, 2026.

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:

Deacon Tittel	Fire Chief
Vince Moreno	Assistant Chief of Operations
Eric Bank	Assistant Chief of EMS
Robin Brian	Assistant Office Manager
David Manley	Coveler & Peeler
David Slattery	Slattery & Tackett

General Public, see the attached sign-in sheet.

2. To receive public comment.

No public comment was given.

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

Robin Brian presented the District's invoices in the amount of \$725,309.88 for approval by the board. Commissioner Creel made a motion to approve the District's bills related to expenses incurred by the District for \$725,309.88. Commissioner Fleming seconded the motion. The motion passed 5-0.

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

Nothing on this item.

5. To review, discuss and act regarding matters related to construction (current or proposed), including but not limited to the approval of related invoices.

David Slattery reported that progress was made during the last construction meeting. They are projecting construction to start on April 1st and finish in June. They will present an amendment

to the contract with all the numbers at the February 18th meeting. Discussion was had on utilities at Station 6. They will pursue both water well and MUD options. No action was taken.

6. To conduct an annual review of the District's Investment Policy and take any related action.

Commissioner Creel made a motion to continue with the District's current Investment Policy. Commissioner Henderson seconded the motion. The motion passed 5-0.

7. To review, discuss and take action regarding the adoption of a District Financial Policy.

Chief Tittel reported to the Board the electronic PO system has launched and went over the draft of the Financial Policy. Discussion followed on budget preparation. No action was taken.

8. Review and take action on matters relating to calling an election to be held in May 2026.

Commissioner Henderson made a motion to hold an election in May 2026 for ESD Commissioner positions. Commissioner Creel seconded the motion. The motion passed 5-0.

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

No action was taken.

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

No action was taken.

11. To review, discuss and act regarding the purchase of extrication equipment.

Chief Moreno presented a quote from TNT equipment for extrication equipment for Engine 5 in the amount of \$24,305.00. Commissioner Henderson made a motion to move forward with the purchase of extrication tools from TNT equipment in the amount of \$24,305.00 for Engine 5. Commissioner Creel seconded the motion. The motion passed 5-0.

12. To review, discuss and act regarding the purchase of equipment of the District's training field.

No action was taken.

13. To review, discuss and act on mutual aid agreement(s).

No action taken.

Chairman Strait called a five-minute break at 5:47 p.m. before Closed Session.

14. 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.

No action taken.

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

No action taken.

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

The Board went into executive session at 5:50 p.m. to discuss personnel matters and proposed job descriptions. The Board came out of executive session at 6:34 p.m.

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

No action taken.

18. To review, discuss and act on personnel matters.

No action taken.

19. 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 6:34 p.m.

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By: 
Secretary of the Board