

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 March 18, 2026.

- 1. Call meeting to order by Commissioner Creel, roll call taken, and a quorum established at 6:00 p.m.**

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

Also present:

Deacon Tittel	Fire Chief
Vince Moreno	Assistant Chief of Operations
Jackie Harvey	Office Manager
Machelle Richter	Battalion Chief Logistics
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. Employee Recognition.**

Chief Tittel recognized Madison Holsomback and Chase Randolph for her above and beyond contributions to the District. Chief Tittel presented Assistant Chief Vince Moreno, Captain Rolon, Lt. Rodriques, EO Rosario, FF Martin, EMT Klingensmith the Chief Accommodation award for going above and beyond.

- 4. To receive and discuss a presentation on community projects from Ms. Eli Boldt with Harris County Commissioner Present 4.**

Eli Boldt stated they were there to learn more about ESD's and how they function. No action was taken.

5. To review, discuss and take action on District construction matters, including current and future proposed projects.

David Slattery presented the contract with SLI for the Administrative building improvements in the amount of \$1,341,529.00. Discussion followed. Commissioner Henderson made a motion to accept the contract with SLI for the improvements to the Administration building in the amount of \$1,341,529.00 pending legal and architectural review. Commissioner Fleming seconded the motion. The motion passed 3-0.

Commissioner Henderson made a motion to approve Water Engineers to proceed with a proposal for a well at Porter Rd. in the amount of \$8,000.00. Commissioner Fleming seconded the motion. The motion passed 3-0.

6. To review and act on minutes of prior meetings.

Commissioner Henderson made a motion to approve the minutes from 04/02/2025, 01/07/26, 01/21/2026, 02/04/2026, and 02/18/2026 as presented. Commissioner Fleming seconded the motion. The motion passed 3-0.

7. To receive the District's Financial Report and take any necessary action on District investments and District financial reporting matters.

Chief Tittel reported that Randy Parr was working on the report and would hopefully have something next month. No action was taken.

8. To review, discuss, and take action on bank related matters, including but not limited to authorizations and transfers.

No action was taken.

9. To pay the District's invoices and expenses including payroll, and approval of any wire payments.

Robin Brian presented the District's invoices in the amount of \$220,956.15 for approval by the board. Commissioner Henderson made a motion to approve the District's bills related to expenses incurred by the District for \$220,956.15. Commissioner Fleming seconded the motion. The motion passed 3-0.

Commissioner Henderson made a motion to approve the District's payroll obligation for February and March in the amount of \$1,187,474.64. Commissioner Fleming seconded the motion. The motion was passed 3-0.

10. To review, discuss and act related to the monthly sales tax report.

Chief Tittel reported he had spoken with Robin Humphries and the Comptroller has not released all the information yet. He sent a snapshot of what was given to the Commissioners. Discussion followed. No action was taken.

11. To review, discuss and take action regarding District employee benefits.

Chief Tittel reported we are in the process of moving forward with transitioning to Empower for our 457B plan. Discussion followed. No action was taken.

12. To review, discuss and take action regarding renewal of the District's Cybersecurity Insurance policy.

Shannon Stryk presented the Cybersecurity Insurance policy for the District. Discussion followed. Commissioner Henderson made a motion to sign with Cowbell for the District's Cybersecurity Insurance Policy in the amount of \$26,144.87. Commissioner Fleming seconded the motion. The motion was passed 3-0.

13. To review, discuss and take action regarding upgrades to the Emergency Operations Center, and any related purchases.

Chief Tittel presented two quotes for technological upgrades to the Chief's conference room, EOC and training rooms. Discussion followed. Commissioner Creel made a motion to approve A-1 Installations to upgrade the technology in the Chief's conference room, training rooms and EOC in the amount of \$30,000.00. Commissioner Fleming seconded the motion. The motion was passed 3-0.

14. To receive a report from Fire Chief Deacon Tittel and take any necessary action related to his report.

Chief Tittel provided the Commissioners with an update on Department activities and events. He reported that the fence construction at Porter has begun, job descriptions are being completed and budget cleanup is ongoing. No action was taken.

15. To receive any reports from Chief Vince Moreno and take any necessary action related to his report.

Chief Moreno reported the District currently has multiple TIFMAS deployments ongoing, and crew relief is being coordinated. Rehab has been busy, and Station 1 was the busiest station last month. No action was taken.

- 16. To receive an EMS Division report from Assistant Chief Eric Bank and take any necessary action related to the report.**

Chief Tittel reported that EMS has run 2,054 calls so far this year and provided related statistics. No action was taken.

- 17. To review, discuss and act on matters related to the District's equipment, information technology, apparatus and facilities, including acquisition, maintenance and repairs.**

No action was taken.

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

Chief Tittel reported Bellaire Fire Department would like to buy some of our CPR Manikins that we have replaced. Commissioner Henderson made a motion to authorize the sale of excess CPR Manikins. Commissioner Fleming seconded the motion. The motion passed 3-0.

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

No action was taken.

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

No action was taken.

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

No action was taken.

- 22. To review, discuss and take action regarding District real estate matters.**

No action was taken.

- 23. To confirm the dates of upcoming District meetings.**

The meeting dates for April are April 1, 2026, and April 15, 2026.

24. 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 3 to 0. Meeting was adjourned at 7:11 p.m.

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By: 
Secretary of the Board