HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

A public 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, 2026.

1. **Call meeting to order by Chairman Strait, roll call taken, and a quorum established at 5:01 p.m.**

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

Also present:

Deacon Tittel	Fire Chief
Vince Moreno	Assistant Chief of Operations
Eric Bank	Assistant Chief of EMS
Jackie Harvey	Office Manager
Machelle Richter	Battalion Chief Logistics
Robin Brian	Assistant Office Manager
David Manley	Coveler & Peeler
Randy Parr	RF Parr Consulting Services
Michelle Jahr	Jahr Consulting

General Public, see the attached sign-in sheet.

2. **To receive public comment.**

   No public comment.

3. **Employee Recognition.**

   Chief Tittel recognized Candy Moulter for her above and beyond contributions to the District, and she has been named Volunteer of the Year. Ryan Menzenberger was named employee of the month. Christian Lopez, Gregory Kunkel, Theresa McCague, and Miranda Hales were recognized for the Chief's commendation awards.

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

   Chief Tittel reported that the Administration build out is ahead of schedule and is going well. No action was taken.

5. **To review and act on minutes of prior meetings.**

   Commissioner Henderson presented the minutes for the May meetings for Board approval. Commissioner Henderson made a motion to accept the May 6th and May 20th minutes as presented. Commissioner Creel seconded the motion. The motion passed 4-0.

6. **To receive the District Financial Report and take any necessary action on District investments and District financial reporting matters.**

   Randy Parr presented the District's financial report. Discussion was had on property tax and the debt service budget. Commissioner Creel made a motion to approve the Financial report. Commissioner Pannell seconded the motion. The motion passed 4-0.

7. **To review, discuss and act on retaining Jahr Consulting, LLC to provide Fractional Finance Director Services to the District.**

   No action was taken.

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

   Chief Tittel requested $300,000.00 to be transferred from Texas Class to Stellar for operating costs. Discussion followed on which account to draw. Commissioner Creel made a motion to approve the transfer of $300,000.00 from the District's Texas Class Operating Reserves account to the District's Revenue account at Stellar Bank. Commissioner Pannell seconded the motion. The motion was passed 4-0.

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

   Robin Brian presented the District's invoices in the amount of $151,837.78 for approval by the board. Commissioner Creel made a motion to approve the District's bills related to expenses incurred by the District for $151,837.78. Commissioner Henderson seconded the motion. The motion passed 4-0.

   David Manley presented an invoice from Inframark they received for the HOA dues for the Cypress Run property owned by the District. Discussion followed. Commissioner Creel made a motion to pay the Inframark HOA dues for the Cypress Run property in the amount of $7,232.87. Commissioner Henderson seconded the motion. The motion passed 4-0.

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

    Chief Tittel reported the report was not available yet, and he would forward it when it arrives. No action was taken.

11. To review, discuss and act to amend the District's 2026 budget, and to discuss and act on matters related to the budget amendment process and schedule.

Chief Tittel presented a budget amendment for Sales Tax Revenue. Discussion followed. Commissioner Creel made a motion to accept the Sales Tax Revenue amendment as presented. Commissioner Henderson seconded the motion. The motion passed 4-0.

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

Chief Tittel reported that the 457B plan migration from Voya to Empower is going well. No action was taken.

13. To review, discuss and take action regarding District processes and materials related to meeting packets.

Chief Tittel asked for feedback from the Board about the meeting packets. Discussion followed. No action was taken.

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

Chief Tittel reported that from the four cadets from our academy, two have become volunteers. Senior Accountant interviews are being conducted Monday. Tower 4 is back in service. M3 was involved in an accident. Waterproofing is complete at Station 5. New water heater was put in at Station 3. Job descriptions are close to being finished. EOC was activated for FIFA. 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 that there are two new members joining Rehab. They have participated in 1,180 runs year to date. 1,034 of those calls are EMS related. Rehab has been getting busier. 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 Bank reported call volume is up a little over last year. No blood was given last month. He is working on guideline changes with Dr. Gardener. There is still a nationwide shortage for gloves. No action was taken.

17. To review, discuss and act regarding the addition of an API to the District's contract with Aladtec.

Chief Tittel would like to purchase an API module for the District's scheduling software in the amount of $2,947.50. Discussion followed. Commissioner Henderson made a motion to purchase the API module from Aladtec. Commissioner Creel seconded the motion. The motion passed 4-0.

18. **To review, discuss and act to allow ICON Construction access and use of the District's Porter Road facility.**

    Chief Tittel reported that legal had recommended changes to the agreement with ICON, and Chief Tittel had sent it back to them for revisions. No action was taken.

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

    Nothing on this item.

20. **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 presented a list of items for review for salvage. Commissioner Strait would like to review. No action taken.

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

    The Board went into closed session at 6:43 p.m. to confer with legal counsel. The Board came out of closed session at 7:43 p.m.

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

    No action.

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

    No action.

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

    No action.

25. **To confirm the dates of upcoming District meetings.**

    The Board scheduled a budget workshop for July 8, 2026, at 3:00 p.m. The Board's regular meetings will be held on July 1, 2026, and July 15, 2026, beginning at 5:00 p.m.

26. Adjournment.

There being no further business, a Motion was made by Commissioner Henderson, seconded by Commissioner Creel to adjourn the meeting. The Motion passed by a vote of 5 to 0. Meeting was adjourned at 8:02 p.m.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By:__________________________