HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

A special meeting was duly called of Harris County Emergency Services District No. 48, which was held at the District Administration Building located at 21201 Morton Road, Katy, Texas 77449, on July 15, 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
Tommy Westall	Assistant Secretary-Treasurer	Present

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
Corrine Henderson	Senior Accountant
Randy Parr	RF Parr Consulting
Michelle Jahr	Jahr Consulting
David Slattery	Slattery Tackett Architects

General Public, see the attached sign-in sheet.

2. **To receive public comment.**

   No public comment.

3. **Employee Recognition.**

   Chief Tittel recognized Brody Wheatly for his above and beyond contributions to the District.

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

   David Slattery gave a progress report of the upstairs build-out in Administration. The Fire Marshall inspection is on Tuesday. Development of Porter Rd. is ongoing. Chief Tittel reported there are still funds left in the budget of the build-out, and he would like to update the lights on the first and second floor. Discussion regarding the updates followed. Commissioner Creel made a motion to approve the updating of the lights for the Administration building for the cost of $29,063.00. Commissioner Henderson seconded the motion. The motion passed 5-0.

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

   Commissioner Henderson presented the June 3rd and June 17th minutes for Board approval. Commissioner Henderson made a motion to accept minutes of the June 3rd and June 17th meetings as presented. Commissioner Creel seconded the motion. The motion passed 5-0.

6. **To receive the District Financial Report and take any necessary action on District investments and District financial reporting matters, including but not limited to annual audits.**

   Randy Parr presented the District's financial report. Discussion was had on property tax, the quarterly Investment Report, and the 2025 audit. Commissioner Pannell gave an update on the audit noting that the draft should be finished by the end of August. Commissioner Henderson made a motion to approve the financial report. Commissioner Creel seconded the motion. The motion passed 5-0.

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

   Jackie Harvey presented bank cards for the Commissioners' signatures to update the accounts. Chief Tittel requested $800,000.00 to be transferred from Texas Class Operating Reserves to Stellar Bank for operating costs. Commissioner Creel made a motion to approve the transfer of $800,000.00 from the District's Texas Class Operating Reserves account to the District's Revenue account at Stellar Bank. Commissioner Henderson seconded the motion. The motion passed 5-0.

8. **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 $743,668.15 for Board approval. Chairman Strait asked for more details on the Amazon charges on the credit cards. Thereafter, Commissioner Creel made a motion to approve the District's bills related to expenses incurred by the District for $743,668.15. Commissioner Pannell seconded the motion. The motion passed 5-0.

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

   The Board discussed the monthly sales tax report. Commissioner Henderson made a motion to accept the sales tax report as presented. Commissioner Creel seconded the motion. The motion passed 5-0.

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

    This line item was discussed in Closed Session. After Closed Session, Chairman Strait made a motion to approve the agreement with Jahr Consulting, LLC under option one including a fixed monthly fee. Commissioner Pannell seconded the motion. The motion passed 5-0.

11. **To review, discuss and act to approve renewal agreements with Ultimate Water of Texas, Inc. related to District water dispensers.**

    Chief Tittel presented the agreement for Board discussion. Commissioner Henderson made a motion to accept the agreements with Ultimate Water of Texas, Inc. to provide water dispensers for the District. Commissioner Creel seconded the motion. The motion passed 5-0.

12. **To review, discuss and take action regarding personnel matters, including training, staffing, compensation, and benefits.**

    Chief Bank presented a stipend of $2.00 an hour for a Basic FTO preceptor position to the Board for approval. This stipend would be paid hourly during precepting. Commissioner Henderson made a motion to approve the $2.00 an hour stipend for four (4) EMT Basic FTO preceptors. Commissioner Creel seconded the motion. The motion passed 5-0.

    Chief Tittel presented leadership training requests for District Assistant Chiefs and Battalion Chiefs. The four-month program with Brett Lyle Coaching, LLC would cost $18,150.00 for 16 people, and would come out of the training budget. Commissioner Creel made a motion to approve leadership training for the cost of $18,150.00 pending legal approval of the agreement. Commissioner Henderson seconded the motion. The motion passed 5-0.

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

    Chief Tittel presented Diligent Software to manage meeting packets and contracts for an annual cost of $4,000.00. The Board discussed the software's use and potential applications. Chairman Strait made a motion to accept the agreement with Diligent Software for the cost of $4,000.00 for 12 months. Commissioner Creel seconded the motion. The motion passed 5-0.

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

Chief Tittel reported that Corrine Hudson has joined the District as a Senior Accountant. One member has left the department. Chairman Strait requested all departing members complete an exit survey. NFPA Physicals are currently being conducted for District personnel. Several fleet incidents have occurred, and training is being conducted to prevent future incidents. Pump testing has been completed and all fire units passed. He advised that the 2027 budget was being completed for approval in August. No action was taken by the Board.

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

Chief Moreno reported that the Suppression division is fully staffed. One member is currently on deployment for TIFMAS. Call volume as of July 2026 is consistent with last year. No action was taken by the Board.

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

Chief Bank reported that EMS related call volume has increased from last year. He advised he is interested in purchasing a bigger Helmer refrigerator to be used for blood storage. No action was taken by the Board.

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

Chief Moreno requested Board approval to purchase new SCBA air packs for engine 5, and cylinders for Engine 3. The Board discussed costs and concerns associated with the purchases. Commissioner Henderson made a motion to approve $44,434.44 for new SCBA packs, and $27,019.63 for new cylinders. Commissioner Creel seconded the motion. The motion passed 5-0.

18. 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.

A brief recess was called at 7:02 p.m. by Chairman Strait before Closed Session.

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

The Board met in closed session at 7:14 p.m. to consult with legal counsel. The Board returned to open session at 7:35 p.m.

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

No action was taken by the Board.

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

The Board met in closed session at 7:14 p.m. to discuss personnel matters. The Board returned to open session at 7:35 p.m.

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

No action was taken by the Board.

23. To review, discuss and act regarding District's 2026 tax rate setting process.

Mr. Manley advised that the Board would propose its budget and tax rate at the first meeting in August.

24. To confirm the dates of upcoming District meetings.

The Board scheduled a budget workshop for August 10, 2026, and regular meetings in on August 5th, and August 19th. All three meetings were set for 11:30 a.m., and the Board agreed that all future meetings would take place at 11:30 a.m.

25. Adjournment.

There being no further business, a motion was made by Commissioner Creel, seconded by Commissioner Henderson to adjourn the meeting. The motion passed by a vote of 5 to 0. Meeting was adjourned at 7:44 p.m.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By: ______________________