

## MINUTES

### HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24

Aldine Fire & Rescue

20440 Imperial Valley Drive

Houston, TX. 77073

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The Harris County Emergency Services District No.24 met in regular session open to the public, at Aldine Fire & Rescue Station 31 on Wednesday, September 18, 2019 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:31 am and all of said persons were present: Commissioner Loretta ROBINSON, Commissioner Lee SPILMAN, and Commissioner Eva GARCIA.

Also, present was Fire Chief Dave PARKER, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison, Jeremy LEMMONS, John BUENTELLO, Kevin WHITE, Arthur NAVARRO, Rick REEG, Michael SNEATH, Johnny DIXON, Jesus SOTELO, Daniel MICHIE, Isaac RAMIREZ, Raymond DEANDA, Darrin WASHINGTON, Michael WEENIG, Robert HOLLEY with Aldine Fire & Rescue, Brad DILL with B & D Reality Advisors, Ricardo MARTINEZ with Martinez Architects and Adam TABAK district counsel with Coveler and Peeler.

#### 4.TO RECEIVE PUBLIC COMMENT:

No public comment.

5. TO APPROVE THE MINUTES OF PRIOR MEETINGS:

Motion by Commissioner ROBINSON, seconded by GARCIA and approved with a vote 4 to 0 to approve the minutes of prior meetings.

6. TO RECEIVE THE TREASURE'S REPORT:

Office Manager CARRIER presented the treasure's report as of September 18, 2019:

Chase Checking Account Balance: \$192,409.62

Chase Savings Account- Property Tax: \$51,645.87

Chase Grant Account: \$156,265.14

Texas Class Account-Real Estate- \$6,948,595.39

Texas Class Account-Reserve: \$9,121,589.55

Wells Fargo Account-Station #11 Construction balance: \$67,986.98

Wells Fargo-Sales Tax Collections balance: \$363,484.71

Prosperity Account-Billing Funds balance: \$171,836.89

Total in all accounts of \$17,073,814.15

Tax Collections collected year to date: \$2,920,904.41

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to accept the treasure's report for the month of September 2019.

7. TO PAY DISTRICT'S BILLS:

Motion by Commissioner SPILMAN, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to pay Districts bills.

8. TO RECEIVE THE CHIEF'S REPORT, INCLUDING FIRE SUPPRESSION, RESCUE AND RELATED ACTIVITIES, AS WELL AS A REPORT ON ANY TRAINING RECEIVED BY THE DISTRICT'S PERSONNEL DURING THE PREVIOUS MONTH:

Report for the month of August 2019 presented by Chief PARKER; total responses: 190, total In-District on scene calls: 139, total numbers of apparatus responding: 205, mutual aid: 20, mutual aid received: 03, calls year to date: 1685, total training hours: 1026

Chief PARKER informed the board that he is still in contact with Emergency Reporting on how to improve the process of filing each call in the system.

Chief REEG also informed the board on a flash-over training that will take place in Kingwood on September 21, 2019. Allowing all firefighters to receive free training on heat and science.

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to approve the chiefs report for the month of August 2019.

9. TO APPROVE ADDITIONAL TRAINING REQUESTED OR REQUIRED OF COMMAND STAFF, FIREFIGHTERS, AND DISTRICT PERSONNEL:

Chief PARKER informed the board that Chief NAVARRO will be going to Texas Fire Chief Academy on October 20<sup>th</sup>- 25<sup>th</sup>, 2019.

No action, item tabled.

10. TO REVIEW AND APPROVE REQUESTED REVISIONS TO THE DISTRICT'S 2019 BUDGET:

No action, item tabled.

11. TO RECEIVE A REPORT AND TAKE ANY NECESSARY ACTION RELATED TO THE DISTRICT'S CURRENT OR CONTEMPLATED CONSTRUCTION PROJECTS:

Chief PARKER informed the board on Station 11 new construction regarding contracting Texas State Permits to help the district move forward during permit phase. Chief PARKER informed the board that there will be a meeting on September 19<sup>th</sup>, 2019 at Gamma headquarters. All who would be attending the meeting would be the follow: OTTIS will be attending on the district's behalf, BRW, Gamma, Texas State Permits, and 4 engineers from Harris County. Chief PARKER informed the board that the permit that needed to be reviewed by Harris County Fire Marshall's Office has been review and approved.

Ricardo MARTINEZ presented the board with an updated design of Station 41 including Detention Pond requested by Harris County. (view attachments)

Motion by Commissioner ROBINSON, seconded by GARCIA and approved with a vote 4 to 0 to authorize MARTINEZ the extension on the capacity letter for the utilities.

Motion by Commissioner ROBINSON, seconded by GARCIA and approved with a vote 4 to 0 to authorize Commissioner LOYD to sign agreements on the behalf of the District.

12. TO REVIEW AND APPROVE REQUISITION REQUESTS SUBMITTED FOR THE PURCHASE OF EQUIPMENT, SUPPLIES, MATERIALS, VEHICLES AND APPARATUS:

No action, item tabled.

13. TO REVIEW, DICUSS AND TAKE ACTION ON THE PROPOSED AUTOMACTIC AID AGREEMENT WITH CITY OF HOUSTON:

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to accept automatic aid with Houston Fire Department with pending final review by District Counsel.

Motion by Commissioner GARCIA, seconded by Commissioner SPILMAN and approved with a vote of 4 to 0 to authorize Commissioner LOYD to sign off on final agreement documents on the behalf of the board.

14. TO APPROVE THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH SAFETY CODE §775.251:

No action, item tabled.

15. EXECUTIVE SESSION, PURSUANT TO GOVERNMENT CODE § 551.071, TO DISCUSS DISTRICTS PERSONNEL MATTERS:

No action, item tabled.

16. REVIEW DISCUSS AND TAKE ACTION ON DISTRICT PERSONNEL MATTERS INCLUDING ACTIONS REGARDING COMPENSATION, BENEFITS, SCHEDULING, RETENTION, HIRING, AND/OR TERMINATION OF DISTRICT EMPLOYEES INCLUDING MEDIC, COMMAND STAFF, AND ADMINISTRATIVE STAFF:

No action, item tabled.

17. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REAL ESTATE MATTERS:

No action, item tabled.

18. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE PROPOSED SALE OF THE DISTRICT'S PARCEL WITHIN INTERCONTINENTAL CROSSING:

No action, item tabled.

19. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE § 551.071 GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH THE DISTRICTS LEGAL COUNSEL ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENTAL BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THIS CHAPTER:

No action, item tabled.

20. TO RECEIVE A REPORT REGARDING SOCIAL MEDIA AND UPCOMING EVENTS FROM THE DEPARTMENTS PUBLIC RELATIONS REPRESENTATIVE:

Community Liaison SANTIAGO updated the board on upcoming Public Relations Events that will take place in the month of September 2019.

Santiago, listed the following PR Events for the month of September 2019:

1. Nimitz Ninth Grade – Career Day at 9 am  
September 23, 2019  
Location: Nimitz Ninth Grade
2. Whitefield Plastic Corporation- Fire Extinguisher Training at 9 am  
September 25, 2019  
Location: 2300 W.W. Thorne Drive
3. 2<sup>nd</sup> Public Hearing  
September 26<sup>th</sup>, 2019  
Location: Station 31- Training Room
4. Gold's Gym- Member Appreciation at 9am  
September 28<sup>th</sup>, 2019  
Location: Gold's Gym

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to approve the presented report for the month of September 2019.

21. TO REVIEW AND APPROVE SUBMITTAL RECEIVED FROM THE DISTRICTS COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH AND SAFETY CODE §775.038:

Motion made by Commissioner SPILMAN, seconded by Commissioner ROBINSON with a vote of 4 to 0 to approve compensation for Commissioner SPILMAN, Commissioner GARCIA, Commissioner ROBINSON, Commissioner GOMEZ and Commissioner LOYD for the month of September 2019.

22. TO DISCUSS ANY NEW ITEMS WHICH NEED TO BE ON THE AGENDA FOR SUBSEQUENT DISTRICTS MEETINGS:

No action, item tabled.

23. ANNOUNCEMENTS:

No announcements.

24. ADJOURNMENT:

Commissioner ROBINSON moved for adjournment; Seconded by Commissioner GARCIA with a vote of 4 to 0 to adjourn the meeting.

**The meeting adjourned at 12:23 pm.**