

MINUTES
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24
Aldine Fire & Rescue
20440 Imperial Valley Drive
Houston, TX. 77073
281-951-3700 Phone
713-951-3715 Fax

The Harris County Emergency Services District No.24 met in special session open to the public at Aldine Fire & Rescue Station 31 on Wednesday, June 6, 2018 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:22 am and all of said persons were present: Commissioner Loretta ROBINSON, Commissioner Lee SPILMAN Commissioner Eva GARCIA and Commissioner Maria GOMEZ.

Also present was Fire Chief Dave PARKER, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison, Jackie METCALFE Harris County ESD #24 Liaison and Adam TABAK district's counsel with COVELER and PEELER, LLC.

3.TO REVIEW, DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF PRIOR MEETINGS:

No minutes presented, item tabled.

4. TO REVIEW DISCUSS AND TAKE ACTION REGARDING THE DISTRICT'S TREASURE'S REPORT:

Nothing to present, item tabled.

5.TO REVIEW, DISCUSS AND TAKE ACTION TO PAY THE DISTRICT'S BILLS:

Motion by Commissioner SPILMAN; seconded by Commissioner ROBINSON with a vote of 5 to 0 to approve the payment of the bills presented for the month of JUNE 2018.

6.TO MODIFY AND AMEND THE DISTRICT'S 2018 BUDGET:

(Attached Modification Summary)

District Budget amendments for 2018 in the amount of \$46,415.00.

Motion by Commissioner SPILMAN, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to modify the District's 2018 budget in the recommended amount from Chief Parker of \$46,415.00.

7.TO REVIEW A REPORT RELATED TO THE REMODEL OR CONSTRUCTION OF STATION 11:

HCESD #24 Liaison METCALFE updated the district on the small items that are currently being addressed in order for permits to be approved through the county, he also stated the Optimus Club would be moving out soon and they have been very accommodating.

Asst. Chief VENEGAS stated that they may need to utilize some of the concrete from the parking lot for the station's signage.

8. TO REVIEW, DISCUSS AND TAKE APPROVE THE DEMOLITION OF EXISTING BUILDINGS AND STRUCTURES AS NEEDED FOR THE CONSTRUCTION OF STATION #11:

No action taken.

9. TO REVIEW, DISCUSS AND TAKE ACTION ON REQUESTS FROM THE DEPARTMENT AND ADMINISTRATIVE STAFF FOR PURCHASE OF EQUIPMENT, SUPPLIES, AND OTHER NECESSARY BUDGETARY ACQUISITIONS:

1. Vendor: Gordon Safe and Lock
Purpose: Millennium Ultra Software- access for up to 32 doors
Amount: \$2,075.00

Motion by Commissioner GOMEZ, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to purchase Millennium Ultra Software in the amount of \$2,075.00.

2. Vendor: Minuteman Press
Purpose: 50th Anniversary Patch Decals- 200
Amount: \$321.00

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to purchase 200 50th Anniversary Patch Decals in the amount of \$3210.00.

3. Vendor: Office Systems of Texas
Purpose: BizHub C458 (Replace Office Printer)
Bizhub 4750 (Replace two printers at each station)
Amount: \$14,045.00

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to purchase three printers: BizHub C458 and two Bizhub 4750's in the amount of \$ 14,045.00.

10.TO APPROVE REQUESTS FOR FIREFIGHTING OR ADMINISTRATIVE CLASSES, COURSE MATERIALS, EQUIPMENT AND RELATED EXPENDITURES INCURRED FOR THE BENEFIT OF THE DISTRICT:

No training to present.

11.TO REVIEW, DISCUSS AND TAKE ACTION FOR THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS LOCAL GOVERNMENT CODE § 775.251:

No items presented.

12.TO REVIEW, DISCUSS AND TAKE ACTION ON HIRING, RETENTION AND DISCIPLINE OF DISTRICT EMPLOYEES:

Item re-opened after closed session.

13-15 EXECUTIVE SESSION

Commissioners went into Executive Session at 11:53pm.

Open Session commenced at 12:24pm.

OPEN SESSION:

12. TO REVIEW, DISCUSS AND TAKE ACTION ON HIRING, RETENTION
AND DISCIPLINE OF DISTRICT EMPLOYEES:

Motion by Commissioner ROBINSON, seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to modify the 2018 district budget as recommended by Chief PARKER.

16. ADJOURNMENT:

Commissioner ROBINSON moved for adjournment; Seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to adjourn the meeting.

The meeting adjourned at 12:29pm.