

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 and Rescue Station 31 on Wednesday, April 4, 2018.

Commissioner JERRY LOYD called the roll at 11:20am; all of said persons were present: Commissioner LEE SPILMAN, Commissioner LORETTA ROBINSON and Commissioner Eva GARCIA.

Additionally, present Members of Aldine Fire Department: Fire Chief. Dave PARKER, Assistant Chief, Ed VENEGAS, Aamanda CARRIER Office Manager, Michelle GUERRERO Admin Assistant and Francheska SANTIAGO Community Liaison, Joe LEGGETT District Chief and Brand Kelley with Aldine Fire and Rescue. Adam TABAK with Coveler and Peeler law firm and Maria GOMEZ.

3.TO APPOINT A NEW DISTRICT COMMISSIONER TO FULL THE BOARD VACANCY AS PERMITTED BY TEXAS AND HEALTH SAFETY CODE 775.0445:

Motion by Commissioner SPILMAN, seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to appoint Maria GOMEZ to fill the vacancy on the board as permitted by code 775.0445.

Ms. GOMEZ will be sworn in at the district's next regular board meeting.

4. TO APPROVE MINUTES OF PRIOR MEETINGS:

No minutes presented, item tabled.

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

Motion by Commissioner SPILMAN: seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to proceed with payment of the district bills.

6. TO REVIEW, DISCUSS AND TAKE ACTION ON APPROVAL OF EXPENSES RELATED TO UPCOMING CLASSES (FIREFIGHTING OR ADMINISTRATIVE) COURSES MATERIALS, EQUIPMENT AND RELATED EXPENDITURES INCURRED FOR THE BENEFIT OF THE DISTRICT:

No training presented, item tabled.

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

Chief PARKER presented one purchase request- explanation given by Aldine Fire and Rescue Employee Brad KELLEY:

1. Vendor: LMC Marine Center
Cost: \$ 2,172.00- asking for \$2,300.00
Rescue Boat Materials

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to purchase materials from LMC Marine Center for the Rescue Boat, with a spending cap of \$2300.00.

Chief PARKER informed the board that a requisition would be coming to them soon for a new High-Water Vehicle which would range between \$10,000-\$12,000.

Chief PARKER wanted to thank the Michael SNEATH, a Captain for the district who saved the department a significant amount of money by taking time to fix the training room projector and equipment that supports it.

Commissioner SPILMAN discussed signage options for the stations and stated he would be bringing more information to future meetings.

8. TO REVIEW, DISCUSS AND ACT ON REMODEL OR CONSTRUCTION OF DISTRICT FACILITIES:

Chief PARKER stated that there would be a construction meeting on April 18, 2018 and it should be at 95% construction phase.

Asst. Chief VENEGAS stated that he is working with several vendors for a possible monument at Station #11, this monument would possibly be purchased using the grant money received from TimkinSteel.

Chief PARKER discussed station #31 remodel plans, he stated him and Mr. METCALFE came up with some options that would avoid any major renovations to station #31 but would expand the station to accommodate the departments growth. Chief PARKER recommendation is to hold off on any construction to station #31 until after the ISO meeting on April 19, 2018.

9. TO REVIEW AND ACT ON DISTRICT PERSONNEL MATTERS INCLUDING ACTIONS REGARDING COMPENSATION, BENEFITS, SCHEDULING, RETENTION, HIRING AND/OR TERMINATION OF DISTRICT EMPLOYEE'S INCLUDING MEDICS, COMMAND STAFF AND ADMINISTRATIVE STAFF:

Item Tabled.

10-12. EXECUTIVE SESSION

Closed Session at 12:09pm

Open Session at 12:22pm

13. TO RECEIVE PUBLIC COMMENT:

Chief PARKER has secured coverage for the stations for 8 hours so staff on shift could attend the Family Fun Day event in Kemah.

District Chief LEGGETT commended Chief PARKER and Asst. Chief VENEGAS on the hard work they have put in the last couple of months to make the department better, he is thankful to have them as the departments leadership.

Community LIASON SANTIAGO informed everyone of the next Car Seat event that will be hosted at Station #31 on April 6, 2018 from 3pm-6pm.

Asst. Chief VENEGAS updated the department on the compressor, he stated that HOYT loaned the department a compressor since the one ordered will take approximately 8 weeks.

14. ADJOURNMENT:

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

The meeting adjourned at 12:52pm.