

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, December 19, 2018 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:28 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, Asst. Chief Edmundo VENEGAS, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison, Andy PEREZ, John ZAPIEN, Gregory KUENSTLER, Joe LEGGETT with Aldine Fire & Rescue, Brad DILL with BD Realty Advisors, and Adam TABAK district counsel with Coveler and Peeler.

4. TO APPROVE THE MINUTES OF PRIOR MEETINGS:

No action, item tabled.

Commissioner LOYD opened item # 6.

6. TO PAY DISTRICT'S BILLS:

Motion by Commissioner SPILMAN and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to pay Districts bills.

Commissioner LOYD opened item # 20.

20. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE ACQUISITIONS OF REAL ESTATE FOR THE CONSTRUCTION OF A FOURTH STATION:

Brad DILL presents due diligence items for station 4 land purchase (Attached for reference).

Motion by Commissioner ROBINSON and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to extend the feasibility period for an additional 30 days and authorizing payment of \$10,000 dollars.

Commissioner LOYD opened item # 7.

7. TO RECEIVE THE CHIEFS REPORT, INCLUDING FIRE SUPPRESSION, RESCUE AND RELATED ACTIVITIES, AS WELL AS REPORTS ON ANY TRAINING RECEIVED BY THE DISTRICTS PERSONNEL DURING THE PERVIOUS MONTH:

Report for the month of October 2018 presented by Asst. Chief VENEGAS; 207 total responses, 17 Mutual Aid provided, and 6 Mutual Aid received, average response time was 5:39 minutes. Tanker-11: 11 responses made. Calls year to date: 2,331.

Total Training hours: 776:20 hours with approximately 73 personnel.

Chief PARKER updated the board on Quint 31; possibly done around January 15th. Additionally, he stated that Squad 31 has been in service since Friday and Squad 11 will

arrive on Thursday. Chief PARKER stated that the mutual aid agreement with City of Houston is coming along just a few minor details that are being worked on. Lastly, Chief PARKER stated that he has finished the operational guidelines and they will be implemented on January 1st, 2019.

District Chief LEGGETT mentioned that there was recently a garage fire in Remington Ranch Subdivision, and the firefighters saved a Pitbull from the burning house and the fire extinguished out in five minutes. Additionally, other shifts have been visiting the site to provide food and cover for a dog left behind.

Motion by Commissioner GARCIA and seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the chiefs report for the month of December 2018.

Commissioner LOYD opened item # 5.

5. TO RECEIVE THE TREASURER'S REPORT:

Office Manager CARRIER presented the treasure's report as of December 19th, 2018:

Chase Checking Account Balance: \$322,679.36

Chase Tax Funds Balance: \$1,615,480.55

Texas Class Account-Real Estate- \$6,035,237.75

Texas Class Account-Reserve: \$6,050,418.31

Wells Fargo Account-Station #11 Construction balance: \$128,489.56

Wells Fargo-Sales Tax Collections balance: \$2,627,669.84

Prosperity Account-Billing Funds balance: \$159,855.13

Total in all accounts of \$16,939,830.50

Tax Collections collected year to date: \$3,943,310.44

Motion by Commissioner ROBINSON and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to accept the treasure's report for the month of December 2018.

Commissioner LOYD opened item # 8.

8. TO REVIEW AND APPROVE REQUESTED REVISIONS TO THE DISTRICT'S 2018 BUDGET:

Motion by Commissioner ROBINSON and seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the amount of \$3,200.00 to cover expenses for plumbing issues at station 21.

Motion by Commissioner GARCIA and seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the amount of \$8,790.00 to cover expenses for lift gates for highwater vehicles and associated equipment.

9. TO RECEIVE A REPORT AND TAKE ANY NECESSARY ACTION REGARDING THE CONSTRUCTION OF STATION 21:

Outstanding bill for BRW in the amount of \$2,300.00, district informed counsel to send a certified letterhead.

Item table.

10. TO RECEIVE A REPORT AND TAKE ANY NECESSARY ACTION REGARDING THE CONSTRUCTION OF STATION 11:

No action, item tabled.

11. TO REVIEW AND DISCUSS THE DISTRICTS ISO RATING:

No action, item tabled.

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

Chief VENEGAS stated he would like to send 4 captains to blue card training this upcoming year and is already budgeted in the 2019's budget.

No action, item tabled.

13. TO APPROVE REQUESTS MADE BY DEPARTMENT FOR THE PURCHASE OR REPAIR OF APPARATUS, EQUIPMENT, SUPPLIES, AND OTHER NECESSARY BUDGETARY ACQUISITIONS:

Motion by Commissioner SPILMAN and seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the amount of \$8,790.00 to cover for lift gates and installation for highwater vehicles.

14. TO REVIEW, DISCUSS AND TAKE ACTION ON ITEMS RELATED TO EQUIPPING AND OUTFITTING QUINT 31:

No action, item tabled.

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

No action, item tabled.

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

Community Liaison SANTIAGO presented the social media report for the month of December and stating that the Christmas party and Holiday Parade was a great success. Additionally, she informed the board on a special tradition Aldine Fire & Rescue employee have started and personally giving back Holiday gifts to 7 children this morning from Greenspoint Elementary School.

Commissioner ROBINSON would like to commend everyone who participated in the Holiday Parade, stated that it was a fantastic experience.

Commissioner SPILMAN stated that the Holiday Parade had an excellent turn out.

Community Liaison SANTIAGO stated that Aldine Fire & Rescue was able to raise \$1,000.00 with the Lavender Cancer Prevention shirts and will be donating those proceeds to Firefighter Cancer Support Network.

Motion by Commissioner GARCIA and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the social media report for the month of December 2018.

Closed session begins at 12:42 pm

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

18. REVIEW, DISCUSS AND TAKE ACTION ON TRAVEL POLICY FOR DISTRICTS PERSONNEL:

19. EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE §551.074, TO DISCUSS DISTRICTS PERSONNEL MATTERS:

20. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE ACQUISITION OF REAL ESTATE FOR THE CONSTRUCTION OF FOURTH FIRE STATION:

21. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REAL ESTATE MATTER:

22. 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:

Open session resumed at 1:00 pm.

Commissioner LOYD opened item # 18

18. REVIEW, DISCUSS AND TAKE ACTION ON TRAVEL POLICY FOR DISTRICTS PERSONNEL:

Motion made by Commissioner GARCIA and seconded by Commissioner GOMEZ with a vote of 5 to 0 to receive per-diem for future travel for ESD Board of Commissioners as discussed.

23. TO REVIEW AND APPROVE SUBMITTAL RECEIVED FROM THE DISTRICTS COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH AND SAFETY CODE §775.0338:

Motion made by Commissioner GARCIA, and seconded by Commissioner ROBINSON with a vote of 5 to 0 to approve compensation for Commissioner SPILMAN, Commissioner GARCIA, Commissioner ROBINSON, Commissioner GOMEZ and Commissioner LOYD for the month of December 2018.

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

Bill Pay Meeting to be moved to January 3rd, 2018.

Board Meeting to be on January 23rd, 2018.

25. TO RECEIVE PUBLIC COMMENT:

No comments.

26. ANNOUNCEMENTS:

No announcements.

27. ADJOURNMENT:

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

The meeting adjourned at 1:09 pm.