

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 2nd,2020 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:24 am and all of said persons were present: Commissioner Lee Spilman, Commissioner Loretta ROBINSON, Commissioner Maria GOMEZ and Commissioner Eva GARCIA.

Also, present was Fire Chief Dave PARKER, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison, Arthur Navarro, Rick REEG, Robert HOLLEY, Dante ORTIZ, Andrew CHITTWOOD, Ismael PRADO, Mathew LESTER, with Aldine Fire & Rescue, Ricardo MARTINEZ with Martinez Architects, Brad DILL B&D Realty Advisors, and Adam TABAK District Council with Coveler and Peeler.

4.TO RECIEVE PUBLIC COMMENT:

No public comment.

5.TO PAY DISTRICT'S BILL:

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

6. TO MODIFY AND AMEND THE DISTRICT'S 2020 BUDGET:

No action, item tabled.

7. TO REVIEW AND TAKE ACTION REGARDING CONSTRUCTION, REPAIRS OR RENOVATIONS TO DISTRICT REAL PROPERTY, INCLUDING, BUT NOT LIMITED TO, CONSTRUCTION PAYMENTS, PAYMENT APPLICATION, CHANGE ORDERS, PERMITS, ENGAGING ARCHITECTS OR ENGINEERS, AND SELECTION OF GENERAL CONTRACTORS FOR DISTRICT CONSTRUCTION PROJECTS:

MARTINEZ presented the board with a monthly description of all current projects/constructions. (View attachment)

MARTINEZ also presented the board with the idea to have a topping off party for Station 41 instead of a Ground Breaking Ceremony, being that the project has moved very quickly and is farther along in the construction.

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to pay Application No.11 for Station 11 amount not to exceed \$414,994.00

Brad DILL updated the board with all due diligence items regarding the Administrative Building Construction. (View attachment)

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

Chief PARKER presented the following purchase orders:

1. Vendor: Triple H Structural
Item: Addition to Station 31 Awning
Amount: \$5,150.00

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the extended side covers for the awning at Station 31.

9. TO APPROVE REQUESTS FOR FIREFIGHTING OR ADMINISTRATIVE CLASSES, TRAINING, COURSE MATERIALS REQUESTED BY DISTRICT PERSONNEL:

No action, item tabled.

10. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE HARRIS COUNTY BASIC PLAN:

Chief PARKER presented and informed the board an overview on the Harris County Basic Plan regarding the affect it would have on the District.

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the Harris County Basic Plan presented by Chief PARKER with the pending approval from the Districts Council.

11.TO REVIEW AND TAKE ACTION ON MATTERS RELATED TO COVID-19, INCLUDING BUT NOT LIMITED TO MEETING PROCEDURES, EMERGENCY EXPENDITURES AND CONTINUITY OF OPERATIONS PER GOVERNMENT CODE §418.1101:

No action, item tabled.

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

No action, item tabled

Closed session began at 12:21 pm

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

14. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL REGARDING PENDING OR CONTEMPLATED LITIGATION, SETTLEMENT OFFERS OR ON MATTERS WHICH REQUIRE CONFIDENTIALITY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS AND TAX CODE§323.3022 TO DISCUSS SALE TAX MATTERS:

15. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.074 TO DISCUSS PERSONNEL MATTERS:

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

17.TO REVIEW, DICUSS AND TAKE ACTION ON THE ACQUISITION, PURCHASE, SALE OR LEASE OR REAL PROPERTY:

Open session resumed at 12:32PM

Commissioner LOYD opened itemed #13

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

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to move forward with the closing and funding for the land of the future Administration building, president LOYD is to sign all documents needed on behalf of the District.

Commissioner LOYD opened itemed #16

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

Chief PARKER informed the board that the Districts health care insurance as increased by 6% for the year of 2021. Chief PARKER updated the board that Life Scan has been schedule for 2021. Chief PARKER presented the board an updated Policy Manuel that has been revised and edited for this year.

Motion by Commissioner ROBINSON, seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the updated and revised Policy Manuel for 2020-2021.

18. ADJOURNMENT:

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

The meeting adjourned at 12:40 pm.