

## 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 regular session open to the public, at Aldine Fire & Rescue Station 31 on Wednesday, January 23<sup>rd</sup>, 2020 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:32 am and all of said persons were present: Commissioner Loretta ROBINSON, 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, Isaac RAMIREZ, Michael SNEATH, Raymond DEANADA, Daniel MICHIE, Andy PEREZ, Roy GREEN, Ryan LOCKWOOD, Robert HOLLEY, Rick REEG, Arthur NAVARRO, Jose GARCIA, Keith BRADLEY, Matt COWELL, Gary SMALLEY with Aldine Fire & Rescue, Ricardo MARTINEZ with Martinez Architects, and Adam TABAK district counsel with Coveler and Peeler.

#### 4.TO RECEIVE PUBLIC COMMENT:

Commissioner ROBINSON wanted to inform everyone on such a great turn out for this year's first car seat event.

Commissioner GOMEZ wanted to inform all the firefighters on their big impact to the community.

Roy GREEN introduced himself to the board, GREEN stated that he has been volunteering with Aldine Fire & Rescue for 2 months.

5. REVIEW AND TAKE ACTION ON MATTERS RELATING TO CALLING AN ELECTION TO BE HELD ON MAY 2, 2020:

A. APPROVE AN ORDER CALLING FOR AN ELECTION UNDER TEXAS HEALTH AND SAFETY CODE SECTION 775.0345.

B. ORDER APPROVING AND APPOINTING AN AGENT FOR ELECTION;

C. ORDER APPOINTING AN EARLY VOTING CLERK AND DEPUTY EARLY VOTING CLERK;

D. ORDER ESTABLISHING AND DESIGNATING ELECTION PRECINCTS AND POLLING PLACES;

E. ORDER ESTABLISHING AND DESIGNATING EARLY VOTING POLLING PLACES;

F. ORDER ADOPTING FORM OF NOTICE OF DISTRICT ELECTION;

G. ACTION TO APPROVE A CONTRACT WITH HART INTERCIVIC, INC. FOR ELECTION SERVICES.

H. TO REVIEW AND TAKE ACTION TO HOLD AN ELECTION JOINTLY WITH ONE OR MORE OTHER POLITICAL SUBDIVISIONS;

I. TO CONSIDER AND TAKE ACTION ON SUCH OTHER ORDERS, RESOLUTIONS AND RELATED AS REQUIRED OR APPROPRIATE TO CALL FOR THE DISTRICT ELECTION.

Motion by Commissioner ROBINSON and seconded by GOMEZ and approved with a vote 5 to 0 to call the election on May 2, 2020 and adopt the orders outlined through the lines A-I.

6. TO APPROVE THE MINUTES OF PRIOR MEETINGS:

Motion by Commissioner GARCIA and seconded by ROBINSON and approved with a vote 5 to 0 to approve the minutes of prior meetings.

7. TO RECEIVE THE TREASURER'S REPORT:

Aamanda CARRIER presented the treasure's report as of January 2020:

Chase Checking Account Balance: \$247,579.45  
Chase Tax Funds Balance: \$1,400,463.87  
Texas Class Account-Real Estate- \$6,775,001.90  
Texas Class Account-Reserve: \$9,097,516.03  
Wells Fargo Account-Station #11 Construction balance: \$192,571.97  
Wells Fargo-Sales Tax Collections balance: \$250,000.00  
Prosperity Account-Billing Funds balance: \$193,700.83  
Total in all accounts of \$16,711,928.76

Tax Collections collected year to date: \$18,313,099.19

Motion by Commissioner GOMEZ and seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to accept the treasure's report for the month of January 2020.

8.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.

9.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 DECEMEBER 2019 presented by Chief PARKER; total responses: 234, total In-District on scene calls: 183, total numbers of apparatus responding: 251, mutual aid: 23, mutual aid received: 04, calls year to date: 2661, total training hours: 253.

Additionally, Chief PARKER presented a Year in Review 2019 to the board. (view attachment)

Chief PARKER wanted to thank the guys for their hard work on a building fire call they had last night.

Chef REEG informed the board on 2020 Fire Academy on including Aldine, Little York, Northwest, Ponderosa a total of 24 students. By the end of September, the following students enrolled will be able to be a Firefighter II. REEG mentioned that there is a total of 6 students from Aldine Fire & Rescue.

Motion by Commissioner GARCIA and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the chiefs report for the month of December 2019.

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

Chief PARKER presented the board with the following training request:

1. Vendor: Safe- D 2020  
Amount: \$5,047.50  
Training: 5 Commissioners

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the request training for 5 Commissioners not to exceed the amount of \$5,047.50.

2. Vendor: Safe- D 2020  
Amount: \$4,240.00  
Training: 5 Administrative Staff

Motion by Commissioner SPILMAN, seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the request training for 5 Administrative Staff not to exceed the amount of \$4,240.00.

3. Vendor: Safe- D 2020  
Amount: \$2,544.00  
Training: 3 District Chief and Robert Holley

Motion by Commissioner SPILMAN, seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the request training for 3 District Chiefs and Robert Holley not to exceed the amount of \$2,544.00.

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

No action, item tabled.

12. TO REVIEW AND APPROVE REQUESTED REVISIONS TO THE DISTRICT'S 2020 BUDGET:

No action. Item tabled.

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

No action. Item tabled.

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

MARTINEZ informed the board on having all documents submitted to Harris County and are still showing "processing".

**Closed session began at 12:06pm**

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

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

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. 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 TAXS MATTERS:

**Open Session resumed at 12:29pm**

**Commissioner LOYD opened item # 14.**

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

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to proceed with Martinez Architects to complete Station 11 remodel.

**Commissioner LOYD opened item # 17.**

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:

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve employment contract pending final review from counsel.

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

SANTIAGO presented to the board that there was a total of 49 children/car seats checked at this year first car seat event. A total of 24 car seats were provided to low income families. SANTIAGO stated that she is currently working to schedule next event in a few months.

SANTIAGO informed the board of all upcoming events:

1. A.W Jones Primary School  
February 18<sup>th</sup>, 2020 at 8:45am- 10:45am
2. Parker Elementary  
March 3<sup>rd</sup>, 2020  
Wellness/ Health Fair  
5pm-6pm

20. 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 GOMEZ 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 January 2020.

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

Bill Pay Meeting- February 5<sup>th</sup>, 2020

Board Meeting- February 19<sup>th</sup>, 2020

22. ANNOUNCEMENTS:

Chief PARKER informed the board that Dr. Welch will be attending Februarys Board Meeting. Chief PARKER also mentioned to the board that MARTINEZ dinner will be held on Thursday February 20<sup>th</sup>, 2020.

23. ADJOURNMENT:

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

**The meeting adjourned at 12:41 pm.**