

MINUTES

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24

Aldine Fire & Rescue  
20440 Imperial Valley Drive  
Houston, TX. 77073  
281-951-3700 Phone  
281-951-3715 Fax

The Harris County Emergency Services District No.24 met in a regular session open to the public, at Aldine Fire & Rescue Station 31 located at 20440 Imperial Valley Drive, Houston, TX. 77073 on Wednesday, June 1, 2022.

CALL TO ORDER.

The meeting was called to order at 11:00 a.m. by Jerry LOYD, President.

ROLL CALL AND ESTABLISH QUORUM:

Mr. LOYD announced that a quorum was present. Those Commissioners present were:

<b>Jerry LOYD</b>	Present
<b>Loretta ROBINSON</b>	Present
<b>Eva GARCIA</b>	Present
<b>Lee SPILMAN</b>	Present
<b>Maria GOMEZ</b>	Present

Also, present were Fire Chief & CEO Dave PARKER, HR & Business Manager Aamanda CARRIER, Associate Business Manager Michelle GUERRERO, Moises BENITEZ, and Joe LEGGETT with Aldine Fire & Rescue, Ira COVELER District Counsel with Coveler & Peeler, P.C., Krystine RAMON with Coveler & Peeler, P.C., and Andrew VINCENT with Martinez Architects.

2. TO ADMINISTER OATH(S) TO NEWLY ELECTED/RE-ELECTED AND/OR APPOINTED DISTRICT COMMISSIONERS:

Sworn to duty Commissioner Loretta ROBINSON and Commissioner Lee SPILMAN.

4. TO RECEIVE PUBLIC COMMENT:

No public comment.

5. TO ELECT DISTRICT OFFICERS:

Motion by Commissioner GOMEZ, seconded by Commissioner Garcia and approved with a vote of 5 to 0 to keep District Officers as follows:

President: Jerry LOYD  
Vice-President: Eva GARCIA  
Secretary: Loretta ROBINSON  
Treasurer: Lee SPILMAN  
Asst. Sec/Treas: Maria GOMEZ

6. TO REVIEW A REPORT FROM MARTINEZ ARCHITECTS AND TAKE ACTION ON DISTRICT CONSTRUCTION MATTERS, INCLUDING THE APPROVAL OF ANY PAY APPLICATIONS OR CHANGE ORDERS:

Andrew VINCENT presented the board with a monthly update of the following projects: The administrative building, Station 41, and Station 11. (View attachment)

Motion by Commissioner ROBINSON, seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve Pay Application No.9 in the amount of \$191,967.59 submitted by Flintco for construction of ESD No. 24 Administration Building.

There was no action required at this time.

7. TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING ANY STATION CONSTRUCTION MATTERS:

There was no action required at this time.

8. TO PAY DISTRICT'S BILL:

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

9. TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING THE DISTRICT'S BUDGET:

There was no action required at this time.

10. TO REVIEW AND TAKE ACTION REGARDING REQUISITION REQUESTS SUBMITTED FOR THE PURCHASE, REPAIR, OR REPLACEMENT OF EQUIPMENT, SUPPLIES, MATERIALS, VEHICLES, AND APPARATUS:

There was no action required at this time.

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

There was no action required at this time.

12. TO REVIEW AND TAKE ACTION ON MATTERS RELATED TO COVID-19:

There was no action required at this time.

13. TO APPROVE THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH AND SAFETY CODE §775.0735 AND §775.251:

There was no action required at this time.

**The closed session began at 11:34 am**

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 §551.072 TO DELIBERATE REAL ESTATE MATTERS:

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

**Open session resumed at 12:35 pm**

17. TO DISCUSS AND ACT ON DISTRICT PERSONNEL MATTERS INCLUDING COMPENSATION, BENEFITS, SCHEDULING, RETENTION, HIRING, AND/OR TERMINATION OF DISTRICT EMPLOYEES:

Motion by Commissioner ROBINSON, seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the amendment of the maternity leave policy from 4 weeks to 5 weeks.

Motion by Commissioner GOMEZ, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the increase for higher education incentive as follows:

From \$1000 to \$2000 for undergraduates and \$1500 to \$3000 for graduates.

Chief PARKER provided information on the firefighter position, which was offered to 13 candidates who will be taking the PAT test and following up with the interview process.

HR & Buss. Manager CARRIER informed the board of the decision made for the new Business Aid offered to Adriana GUERRERO.

18. TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING DISTRICT PERSONNEL OR ANY REAL PROPERTY MATTERS:

There was no action required at this time.

19. TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING THE DISTRICTS HOSTING ANY FUTURE SOCIAL OR RECOGNITION EVENTS:

HR & Buss. Manager CARRIER informed the board the Christmas Party was moved to December 3<sup>rd</sup>.

20. ANNOUNCEMENTS BY THE BOARD OR DEPARTMENT:

No comment by the board or department.

21. ADJOURNMENT:

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

**The meeting adjourned at 12:43 pm.**