

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, September 7th, 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:

Jerry LOYD	Present
Loretta ROBINSON	Present
Eva GARCIA	Present
Lee SPILMAN	Present
Maria GOMEZ	Present

Also, present were HR & Business Manager Aamanda CARRIER, Associate Business Manager Michelle GUERRERO, Business Assistant Adriana GUERRERO, Art NAVARRO, Rick REEG, Robert Holley with Aldine Fire & Rescue, Ira COVELER District Counsel with Coveler & Peeler, P.C., and Ricardo MARTINEZ with Martinez Architects, and Andrew VINCENT with Martinez Architects.

3. TO RECEIVE PUBLIC COMMENT:

No public comment.

4. TO RECEIVE 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 administrative building.
(View attachment)

There was no action required at this time.

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

There was no action required at this time.

6. 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.

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

There was no action required at this time.

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

Aamanda, presented the following purchase order requests:

Vendor: BUSY BODY FITNESS

Item: Hoist MI6 Dual Adjustable Cable System (additional fitness equipment for station 11)

Capital Expenses: Diversified Capital Projects

Amount: \$2,800.00

Motion by Commissioner ROBINSON and seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the request for additional fitness equipment for station 11 in the amount not to exceed \$2,800.00.

Vendor: SIDMONS-MARTIN
Item: TANKER 11 maintenance
Amount: \$14,835.09

Motion by Commissioner GARCIA and seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the maintenance for Tanker 11 in the amount not to exceed \$15,000.00

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

Presented by Amanda CARRIER:

TFCA executive Conference in San Antonio, TX

Attendees: Fire Chief & CEO, Dave PARKER for a total of \$1,300.16.

Motion by Commissioner ROBINSON and seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the TFCA executive conference in San Antonio in the amount of \$1,300.16.

10. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE DISTRICT'S REVISED 2022-2023 PERSONNEL POLICY MANUAL:

Motion by Commissioner GOMEZ and seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to approve the revised 2022-2023 Personnel Policy manual.

11. TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING A MEMORANDUM OF UNDERSTANDING AMONGST HARRIS COUNTY FIRST RESPONDERS REGARDING ACTIVE SHOOTER AND HOSTILE EVENT INCIDENTS:

Motion by Commissioner ROBINSON and second by Commissioner GOMEZ and approved with a vote of 5 to 0 to approve the Memorandum of Understanding agreement amongst Harris County First Responders regarding Active Shooter and Hostile Event incidents.

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.

There was no closed session required at this time.

14. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL 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 SALES TAX MATTERS:

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 PERSONNEL MATTERS:

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

There was no action required at this time.

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

There was no action required at this time.

19. ANNOUNCEMENTS BY THE BOARD OR DEPARTMENT:

Adriana GUERRERO presented upcoming PR events such as Joe V's taking a station tour at station 21 as well as presenting them with the chosen Helping Heroes of 2022. A fire extinguisher class at SBP and a fire drill event at Equipment Depot.

Aamanda CARRIER discussed the Children's Christmas Holiday Party.

20. 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 12:19 pm.