

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 special session open to the public at Aldine Fire & Rescue Station 31 on Wednesday, May 2, 2018 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:20am 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, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison and Charles LOBSTEIN District Chief, Jesus SOTELO, Raymond DEANDA, Jared KEITH and Michael SNEATH with Aldine Fire & Rescue.

3.TO REVIEW, DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF PRIOR MEETINGS:

No minutes presented, item tabled.

4. TO REVIEW DISCUSS AND TAKE ACTION REGARDING THE DISTRICT'S TREASURE'S REPORT:

Office Manager CARRIER presented the treasure's report for the month of April 2018:

Chase Checking Account Balance: \$92,157.12

Chase Tax Funds Balance: \$8,994,708.24

Wells Fargo Account-Station #11 Construction balance: \$303,140.12

Wells Fargo-Sales Tax Collections balance: \$4,059,443.71

Prosperity Account-Billing Funds balance: \$142,649.82

Total in all accounts of \$13,592,099.01

Tax Collections collected year to date: \$ 4,898,852.57.

Motion made by Commissioner ROBINSON; seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to accept the treasurers report for the month of April 2018.

5. TO REVIEW, DISCUSS AND TAKE ACTION TO PAY THE DISTRICT'S BILLS:

Motion by Commissioner SPILMAN; seconded by Commissioner GOMEZ with a vote of 5 to 0 to approve the payment of the bills presented for the month of May 2018.

6. TO RECEIVE A PRESENTATION FROM A REPRESENTATIVE OF NATIONAL SIGNS:

Item tabled.

7. TO REVIEW A REPORT RELATED TO THE REMODEL OR CONSTRUCTION OF STATION 11:

Item tabled.

8. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE CHIEFS REPORT INCLUDING FIRE SUPPRESSION, RESCUE AND RELATED ACTIVITIES, AS WELL AS A REPORT ON ANY TRAINING RECEIVED BY THE DISTRICT PERSONNEL DURING THE PREVIOUS MONTH:

Report for the month of March 2018 presented by Asst. Chief VENEGAS; 202 total responses, 21 Mutual Aid provided, and 3 Mutual Aid received, average response time was 6:41 minutes. Tanker-11: 3 responses made. Calls year to date: 640

Total Training hours: 433 hours with approximately 61 personnel.

Asst. Chief VENEGAS discussed the Chief's report call times and the new breakouts of each station and call volume, Commissioner LOYD stated he liked the format. Additionally, VENEGAS stated there was a new training calendar released

throughout the department and it would assist the personnel with scheduling upcoming training classes offered by the department.

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to accept the Chief's report for the month of April 2018.

9. TO REVIEW, DISCUSS AND TAKE ACTION ON REQUESTS FROM THE DEPARTMENT AND ADMINISTRATIVE STAFF FOR PURCHASE OF EQUIPMENT, SUPPLIES, AND OTHER NECESSARY BUDGETARY ACQUISITIONS:

1. Vendor: AMP
Purpose: Bae Model M1078 High Water Rescue
Amount: \$7,500.00

Motion by Commissioner GOMEZ, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to purchase a Bae Model High Water Rescue in the amount of \$7500.00

2. Vendor: Amazon
Purpose: Misc. accessories for High Water Rescue Truck
Amount: \$2,070.00

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to purchase a variety of misc. accessories for the High-Water Rescue truck as noted on the requested purchase order in the amount of \$2,070.00.

3. Vendor: Temple Museum of Modern Warfare
Purpose: Brackets for High- Water Rescue Truck
Amount: \$1,000.00

Motion by Commissioner GARCIA, seconded by Commissioner SPILMAN and approved with a vote of 5 to 0 to purchase necessary brackets for the High-Water Rescue Truck in the amount of \$1,000.00.

4. Vendor: Rock Equipment
Purpose: Strap, harness and carry bags for High Water Rescue Truck
Amount: \$1,461.00

Motion by Commissioner GOMEZ, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to purchase strap, harness and carry bags for the High-Water Rescue in the amount of \$1,461.00.

5. Vendor: More Space Place
Purpose: Cosmopolitan Murphy Bed- Station #31 District Chief Office
Amount: \$2,695.00

Motion by Commissioner GARCIA, seconded by Commissioner GOMEZ and approved with a vote of 5 to 0 to purchase a Cosmopolitan Murphy Bed in the amount of \$2,695.00.

6. Vendor: Best Buy
Purpose: Laptop
Amount: \$1,027.98

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 to purchase a laptop in the amount of \$1,027.98.

10. TO APPROVE REQUESTS FOR FIREFIGHTING OR ADMINISTRATIVE CLASSES, COURSE MATERIALS, EQUIPMENT AND RELATED EXPENDITURES INCURRED FOR THE BENEFIT OF THE DISTRICT:

No training to present.

11. TO RECEIVE A REPORT FROM THE DEPARTMENT'S PUBLIC RELATIONS DEPARTMENT PERTAINING TO SOCIAL MEDIA UPDATES, EVENTS ETC.:

Community Liaison SANTIAGO gave an update on the departments Instagram/Facebook page. SANTIAGO also stated that the car seat event went really well and there were approximately 50 cars that drove through and 31 car seats given. Additionally, there was great feedback given on the Kemah family fun day and she is currently awaiting feedback on a survey sent out to employee's who attended the event; Commissioner ROBINSON commended the staff on the Kemah event and Francheska on the car-seat event and stated that both events had a great turn-out.

12.. TO REVIEW, DISCUSS AND TAKE ACTION FOR THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS LOCAL GOVERNMENT CODE § 775.251:

Motion by Commissioner GARCIA, seconded by Commissioner GOMEZ and approved with a motion of 5 to 0 to dispose of the Epson Power Lite Home Cinema Projector 8350.

13.TO REVIEW, DISCUSS AND TAKE ACTION ON HIRING, RETENTION AND DISCIPLINE OF DISTRICT EMPLOYEES:

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to allocate \$2,000 for expenditures related to an employee hosted event in celebration of the department's 50-year anniversary.

The Commissioners directed the staff to start organizing a more formalized celebration for the departments 50-year anniversary, anticipated for sometime in the Fall.

14-16 EXECUTIVE SESSION

No Executive Session taken.

OPEN SESSION:

9 .TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS RECEIVED FROM THE DISTRICT COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH AND SAFETY CODE SECTION §775.038:

Item #9 re-opened, Commissioner SPILMAN discussed sign options for Station #11 and discussed pricing options and design options.

17. ADJOURNMENT:

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

The meeting adjourned at 12:41pm.