

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, April 18, 2018 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:16am 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, Asst. Chief Edmundo VENEGAS, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison and Art NAVARRO District Chief, Augustine MARTINEZ, Ramon ARANA and Landon JONES with Aldine Fire & Rescue, Jackie METCALFE HCESD #24 Liaison, Jeremiah BAKER with Baker Signs and Manufacturing, Ira COVELER and Adam TABAK with Coveler and Peeler, Hanna NORVELL Locke Lorde LLP and Joel HEINE with Daktronics Inc.

Pledge of Allegiance Recited.

4.TO SWEAR IN AND ADMINISTER OATH TO NEWLY APPOINTED DISTRICT COMMISSIONER:

Oath administered by district counsel to appoint Commissioner Maria GOMEZ as a Commissioner for the district.

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

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the Minutes from: March 31, 2018 & April 4, 2018.

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

Jeremiah BAKER presented and discussed several sign options and designs for consideration for the district.

(Board Committee stepped outside at 11:25am to view sign example and re-entered at 11:30am)

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to implement a design committee for all station signs.

7. 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:

Item Tabled.

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

Item tabled.

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

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

10. TO REVIEW AND TAKE ACTION ON GRANTING EXEMPTIONS FOR 2018:

Motion by Commissioner SPILMAN, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 for zero exemptions for 2018.

11. TO REVIEW AND TAKE ACTION ON DISTRICT 2018 BUDGET:

Item tabled.

12. TO RECEIVE COMMITTEE REPORTS, FINDINGS OR RECOMMENDATIONS RELATED TO THE REMODEL OR CONSTRUCTION OF STATION 11.

METCALFE stated that Station 11 would need to be re-platted and the approximate cost will be around \$10,000.00

Motion by Commissioner SPILMAN, seconded by Commissioner ROBINSON and approved with a vote of 5 to 0 to approve the land at Station 11 to be re-platted at a cost of \$10,000.00,

**18. Executive Session**

**Commissioner LOYD called for the board to go into Executive Session, Pursuant to Government code §551.074 to discuss personnel matters.**

**Executive Session commenced at 11:45pm.**

**Open session reconvened at 1:31pm.**

13. 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.

14. 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: Robitronics

Item: Animated Sparky the Dog and Accessories

Purpose: Public Relations

Amount: \$ 5,025.00

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 5 to 0 for the purchase of an Animated Sparky the Dog and needed accessories in the amount of \$5,025.00.

15. 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 ROBINSON, seconded by Commissioner GARCIA and approved with a motion of 5 to 0 to dispose of an old recliner chair from station #31.

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

Item tabled.

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

Item Tabled.

18-19 (Executive Session) Items covered earlier in the meetings.

20. TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS RECEIVED FROM THE DISTRICT'S COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH AND SAFETY CODE:

Motion made by Commissioner SPILMAN, second by Commissioner ROBINSON 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 April 2018.

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

Next Bill pay meeting on May 2, 2018

Regular meeting on March 16, 2018.

22. TO RECEIVE PUBLIC COMMENT:

Kemah family fun day to be held on Saturday, April 21, 2018.

23. ADJOURNMENT:

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

The meeting adjourned at 1:50pm.