

MINUTES
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24
Aldine Fire & Rescue
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The Harris County Emergency Services District No.24 met in regular session open to the public, at Rescue Station 31 on Wednesday, March 7, 2018.

Commissioner JERRY LOYD called the roll at 11:16am; all of said persons were present: Commissioner LEE SPILMAN, Commissioner LORETTA ROBINSON and Commissioner Eva GARCIA.

Additionally, present Members of Aldine Fire Department: Fire Chief. Dave PARKER, Assistant Chief, Ed VENEGAS, Aamanda CARRIER Office Manager, Michelle GUERRERO Admin Assistant and Francheska SANTIAGO Public Relations and Matt Colwell with Aldine Fire and Rescue. Jackie METCALFE ESD#24 Liason and Adam TABAK with Coveler and Peeler law firm.

3. TO APPROVE MINUTES OF PRIOR MEETINGS:

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to approve the minutes from the meeting on January 17, 2018.

4. TO REVIEW, DISCUSS AND TAKE ACTION TO PAY DISTRICT BILLS:

Motion by Commissioner SPILMAN: seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to proceed with payment of the district bills.

5. TO REVIEW, DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF DISTRICT BILLS WHICH BECOME DUE PRIOR TO THE NEXT DISTRICT MEETING:

Motion by Commissioner SPILMAN: seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to proceed with payment of the district bills that become due prior to the next district meeting.

6. TO REVIEW, DISCUSS AND TAKE ACTION ON APPROVAL OF EXPENSES RELATED TO UPCOMING CLASSES (FIREFIGHTING OR ADMINISTRATIVE) COURSES MATERIALS, EQUIPMENT AND RELATED EXPENDITURES INCURRED FOR THE BENEFIT OF THE DISTRICT:

Chief PARKER presented several training acquisitions:

1. TCDRS Conference- Aamanda Carrier, Michelle Guerrero
Cost: Hotel & Class \$1497.00
Dates: July 17-July 20
2. Texas Business Conference- Aamanda Carrier
Cost: \$175.00
Dates: April 19-20

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to approve the presented training requests.

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

Chief PARKER presented one purchase request:

1. Vendor: Alert All
Cost: \$ 409.00
Public Relation Materials

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to purchase public relations materials from Alert All in the amount of \$409.00.

2. Agreement with Harris County Fire Marshal's Office to loan out grant equipment T-passes for 10 years.

Motion by Commissioner ROBINSON, seconded by Commissioner GARCIA and approved with a vote of 4 to 0 to go into an agreement with the Harris

County Fire Marshal's office pertaining to the grant equipment for loaned out T-passes.

8. TO REVIEW, DISCUSS AND ACT ON REMODEL OR CONSTRUCTION OF DISTRICT FACILITIES:

Chief PARKER updated the board on the progress on the current station #11, he stated all of the approved renovations have been completed and the staff was happy with the updates. Additionally, Chief PARKER updated the board on ISO and the upcoming meeting with them will be on April 20th, 2018.

Asst. Chief VENEGAS updated on Station #11 construction, he stated BRW architects was updating the building drawing to reflect more brick rather than metal panel's and it will be red instead of black. The next station meeting will be Wednesday, March 21, 2018 at 2 p.m.

Commissioner LOYD stated he would like to start looking into remodeling Station #31 to accommodate for the growing staff, he would like to look into options/prices. Office Manager CARRIER inquired about the possibilities of an admin building in the future.

ESD #24 liaison METCALFE gave an update on warranty punch list for Station #21, he stated he met with Kyle Foster and a majority of everything on the list is complete he is just waiting on some additional pieces to come in from overhead door.

9. TO REVIEW AND ACT ON DISTRICT PERSONNEL MATTERS INCLUDING ACTIONS REGARDING COMPENSATION, BENEFITS, SCHEDULING, RETENTION, HIRING AND/OR TERMINATION OF DISTRICT EMPLOYEE'S INCLUDING MEDICS, COMMAND STAFF AND ADMINISTRATIVE STAFF:

Item Tabled.

10. EXECUTIVE SESSION

Closed Session at 11:47pm
Open Session at 12:35pm

10. TO RECEIVE PUBLIC COMMENT:

Office Manager CARRIER informed the board that there will be no department banquet this year but rather a family fun day in Kemah, the event will be held on April 21, 2018.

11. ADJOURNMENT:

Commissioner GARCIA moved for adjournment; Seconded by Commissioner ROBINSON and with a vote of 4 to 0 to adjourn the meeting.

The meeting adjourned at 12:52pm.