

**MINUTES OF THE MAY 20, 2019 MEETING OF
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 46**

A Meeting was duly called of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 46**, which was held on May 20, 2019, at the Offices of the District at the Atascocita Fire Department Headquarters Building located at 18425 Timber Forest Drive, Humble, Texas 77346.

The Meeting was called to order at 7:00 p.m., by **TOM TRUVER**, President. Those Commissioners present were **TOM TRUVER, JOHN COYLE, RON CLARKE** and **BUDDY RICE**. Commissioner **STEVE PEPPER** was not in attendance at this meeting. Chief of Department Mike Mulligan, Assistant Chief-Fire Sean Richardson, Assistant Chief-EMS Sean Conley, Director of ITC & Operations Support Mike Wassell, District Administrator Mary Anne Sokol, District Counsel Ira Coveler of Coveler & Peeler, P.C., Nia Mulligan was also all in attendance at this meeting.

The Board then addressed agenda item 2, review of the Meeting Minutes of prior meeting(s). Thereupon after review, a Motion was made by Mr. **CLARKE**, seconded by Mr. **RICE** to approve the Minutes of the regular meetings held March 18, 2019 and April 29, 2019. After discussion, the Motion was approved by a vote of 3 to 0 with Mr. **COYLE** abstaining.

The District next reviewed a financial report prepared by Mary Ann Sokol, District Administrator. Ms. Sokol stated that the Texpool money had been moved resulting in a balance of \$8,467,344.98 as of April 30, 2019. Ms. Sokol also noted that the 2018 District Audit was being worked through. Thereupon after review, Mr. **CLARK** made a Motion, seconded by Mr. **COYLE**, to accept the financial report as presented. After discussion, the Motion was approved by a vote of 4 to 0.

The Board then addressed District bills and commissioner submittals. After review, a Motion was made by Mr. **RICE** made a Motion, seconded by Mr. **COYLE** to ratify the payment of prior bills and approve payment of submittals as presented. The Motion was approved by a vote of 4 to 0.

The Board next received reports from the Department. Chief Mike Mulligan presented the reports for the District inviting any questions the commissioners may have. The Board had no inquiries. After review, a Motion was made by Mr. **COYLE** seconded by Mr. **CLARKE**, to receive and accept the Department reports as presented. After discussion, the Motion was approved by a vote of 4 to 0.

Mr. **CLARKE** expressed his opinion on the success of the recruitment class sharing the enthusiasm of the over one hundred people in attendance at the graduation. Additionally, Mr. **CLARKE** mentioned that Mr. Tyler Shirley, the Fire Chief of Huffman delivered a great keynote address. Mr. **CLARKE** thanked the Department for the invitation and opportunity to attend the graduation.

Mr. **RICE** asked if the Department would be offering an EMT class. Chief Mulligan confirmed that the Department does provide an EMT class. Chief Mulligan explained that the class had been delayed due to Warren Porter's departure from the Department. He further stated

that the cadets typically take classes while in high school and that the Department was making more efforts to reach those students before they graduate from high school.

Mike Wassell provided an update on vehicle maintenance. He stated that some repairs have been conducted in-house by the District's two Department mechanics, one of whom is full-time, and the other mechanic is part-time. Currently, the mechanics are re-performing work due to poor performance by the REV Group service department. Chief Mulligan added that he was addressing with REV Group the poor quality of repairs they had previously performed. Additionally, Chief Mulligan stated that REV Group would be back charged for the unacceptable work that was remedied by the District's mechanics.

Mr. Wassell explained that the mechanics are allowing the District's funds to be used in an efficient manner and are providing the District with reduced downtimes for vehicle service. It was also noted that the District was able to perform repairs on the AMBUS and that while the District would be required to front the costs of the repairs, all of the reimbursement revenue from the repairs would be retained 100% by the District. It is expected that those revenues will offset the cost of the services provided by the Department to service the AMBUS.

The Board then addressed the Station 29 renovation project. Chief Mulligan stated that the PGAL kickoff meeting went well noting a presentation from PGAL of preliminary designs which proved to be a great improvement of the current building. No action taken.

The Board then discussed the long-range strategic planning committee. No update was given as the committee meeting for May had been cancelled.

The Board next addressed retaining a sales tax consultant for the District. Ira Coveler presented proposals to the Board for review. A discussion was held regarding each submission. Alberta Balderas of Sales Tax Consulting asked for a one (1) year commitment. After review, a Motion was made by Mr. **CLARKE**, seconded by Mr. **TRUVER**, to engage the services of Alberta Balderas of Sales Tax Consulting for six (6) months and that at the expiration of six (6) months the Board would review an extension of the time. After further discussion, the Motion was approved by a vote of 3 to 1 as Mr. **RICE** was opposed.

The Board then addressed (30) day advance requests submitted by the Department. After review, a Motion was made by Mr. **CLARKE**, seconded by Mr. **COYLE**, to convert the K-9 unit to a command vehicle taking money from the squad uplift budget to fund same. After discussion, the Motion was approved by a vote of 4 to 0.

The Board next addressed the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251. Chief Mulligan stated that items previously identified had been placed on govdeals.com for auction and sale.

The Board took no action on repairs for equipment, apparatus and facilities in service to the District.

The Board then discussed who would be in attendance for the next meeting scheduled for Monday, June 17, 2019. Mr. **TRUVER**, Mr. **CLARKE** and Mr. **RICE** will be in attendance though Mr. **COYLE** stated that he cannot be present at the June meeting.

The Board then reviewed items to be placed on the June meeting agenda. No specific items were requested.

The Board opened the floor for public comment though none was offered.

The Board did not exercise the option of Closed Session.

There being no further business brought before the Board, Mr. **CLARKE** made a Motion, seconded by Mr. **COYLE** to adjourn the meeting. The meeting adjourned at 7:47 P.M.


Secretary of the Board