

**MINUTES OF THE JANUARY 20, 2020 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 January 20, 2020, 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 **JOHN BOLLOM** entered the meeting at 7:14 p.m. Chief of Department Mike Mulligan, Assistant Chief of Fire Sean Richardson, District Administrator Mary Anne Sokol, and District Counsel Mr. Ira Coveler of Coveler & Peeler, P.C. were also all in attendance at this meeting.

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

The Board addressed matters relating to calling an election to be held on May 2, 2020.

The Board first reviewed and acted on calling a public election to be held on May 2, 2020 to elect two (2) commissioners to the District Board under Health & Safety Code, §775.0345. The Board approved the following items: (1) **Coveler & Peeler, P.C.**, is designated as the agent for the election; (2) **Mary Ann Sokol** is appointed as the early voting clerk; (3) the election precincts and polling location are approved as set forth in the proposed election order; (4) the form for the notice of election is approved as presented; and (5) the contract for services with **Hart InterCivic, Inc.**, for the programming of the election equipment and other services related to conducting the election is approved. Mr. **RICE** made a motion to approve the Order calling for the May 2, 2020 election. Mr. **COYLE** seconded the motion. After discussion, the Motion was approved by a vote of 4 to 0. Please see the District's Election Order for more specific information regarding this matter.

The Board addressed item 4, review of the Meeting Minutes of prior meeting(s). Thereupon after review, a Motion was made by Mr. **COYLE**, seconded by Mr. **RICE** to approve the meeting Minutes of the regular meeting held December 16, 2019. After discussion, the Motion was approved by a vote of 4 to 0.

The District next reviewed a financial report prepared by Ms. Sokol District Administrator. Ms. Sokol stated that the bills totaled \$479,266.65 and requested that the three (3) wire transfers scheduled be approved. Those wire transfers are as follows: (1) Oracle Net Suite for \$52,197.30, (2) Prosperity pumper loan for \$95,389.71 and (3) the ambulance/pumper loan payment for \$74,244.17. Ms. Sokol informed the Board that \$594,312 of the Budget from 2019 was available and added to the reserve funds for 2020. She also noted that the District saved money due to delays in hiring additional staff which would result in a one-time savings to the District. Ms. Sokol concluded her report stating that the EMS collections came in on target and that the District had collected \$1.96 million of a total anticipated revenue of \$2 million for EMS collections. Thereupon after review, Mr. **COYLE** made a Motion, seconded by Mr.

RICE, to accept the financial report as presented. After discussion, the Motion was approved by a vote of 4 to 0.

The Board then reviewed the report prepared by Alberta Balderas of ESD Tax Management Services regarding matters related to the District's Sales Tax revenue. No action taken.

Mr. BOLLUM entered the meeting

The Board then addressed District bills and commissioner submittals. After review, Mr. **COYLE** made a Motion, seconded by Mr. **RICE** to ratify the payment of prior bills and approve payment of submittals as presented. The Motion was approved by a vote of 5 to 0.

The Board next received reports from the Department. The Board reviewed and discussed the reports as presented. Chief Mulligan stated that over the past seven (7) years the District's run volume had increased from 2,942 calls to 4,880, representing a greater than 50% increase in calls for service. Mr. **RICE** shared that in his opinion the mutual aid demand on the District appeared to be more reasonable this month. Chief Mulligan stated that the Department is still providing a substantial amount of mutual aid to the City of Humble. Chief Mulligan stated expressed his opinion that the need for a fourth ambulance was approaching as the District's estimated population is approaching approximately 80,000 individuals. Mr. **CLARKE** inquired about the heat map provided by the Department and reviewed the status of some of the District's upcoming projects. After review, a Motion was made by Mr. **CLARKE** seconded by Mr. **COYLE**, to receive and accept the Department reports as presented. After discussion, the Motion was approved by a vote of 5 to 0.

The Board briefly mentioned but then tabled discussion regarding the acquisition of a non-critical vehicle to be used to perform protection duties on scene.

The Board next discussed the need to acquire election poll pads and related hardware and software for use in the District's upcoming elections. Mr. Coveler presented the poll pads and related hardware and software for use in the District's upcoming elections. After review, a Motion was made by Mr. **COYLE**, seconded by Mr. **RICE**, to approve the purchase of poll pad and required additional hardware and software for use in the District's upcoming election. After discussion, the Motion was approved by a vote of 5 to 0.

The Board next addressed District purchases pursuant to the District budget. No purchase requests were presented.

The Board took no action on (30) day advance requests as none were submitted by the Department.

The Board next addressed the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251. No items presented for consideration.

The Board then addressed repairs for equipment, apparatus and facilities in service to the District. None presented for consideration.

The Board then confirmed the date for the next regular meeting will be February 17, 2020, 2020. Mr. **CLARKE** stated that he will not able to attend the next meeting due to travel for business

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

The Board entered Closed Session at 7:34 P.M., to review legal issues and returned to Open Session at 7:36 P.M.

The Board took no further action following closed session.

There being no further business brought before the Board, Mr. **BOLLOM** made a Motion, seconded by Mr. **CLARKE** to adjourn the meeting. The meeting adjourned at 7:38 P.M.


Buddy Rice
Secretary of the Board