

**MINUTES OF THE OCTOBER 19, 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 October 19, 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, BUDDY RICE** and **JOHN BOLLOM**. Chief of Department Mike Mulligan, Assistant Chief of EMS Sean Conley, Assistant Chief of Fire Sean Richardson, Director of ITC & Operations Support Mike Wassell, District Administrator Mary Anne Sokol, District Counsel, Mr. Ira Coveler of Coveler & Peeler, P.C., and James Cone, a resident of the District and a firefighter at neighboring Department Little York Fire Department, was also in attendance at this meeting. Mr. Ricardo Martinez of Martinez Architects joined the meeting by telephone.

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

The Board next addressed matters relating to the District Commissioner election to be held on November 3, 2020. Mr. Coveler provided an update for the Board and discussed the timing of the election canvass.

The Board next reviewed the confidential sales tax report prepared by Alberta Balderas of ESD Tax Management Services regarding matters related to the District's Sales Tax revenue. A discussion on the overall increase in sales tax revenue took place thereafter. No action taken by the Board related to sales tax matters.

The Board next addressed item 5, regarding a review of the meeting minutes of prior meeting(s). Thereupon after review, a Motion was made by Mr. **CLARK**, seconded by Mr. **BOLLOM** to approve the meeting Minutes of the regular meeting held September 21, 2020. After discussion, the Motion was approved by a vote of 5 to 0.

The District next received a financial report from Mary Anne Sokol, District Administrator for the period ended September 30, 2020. Ms. Sokol informed the Board that the accounts were looking good and there would be no need to access the Texpool or Texas Class accounts this year as the District was underbudget for 2020 and would be able to fund all of its activities for 2020 through the property tax levy, sales tax revenue and billing revenue received during the year. Thereupon after review, Mr. **RICE** made a Motion, seconded by Mr. **CLARK**, to accept the financial report as presented. After discussion, the Motion was approved by a vote of 5 to 0. Please see the District's treasurer's Report for a more detailed presentation of the financial condition of the District.

The Board next addressed District bills and commissioner submittals. After review, 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 5 to 0. Please see the District's treasurer's Report for a more detailed presentation of the bills and invoices submitted for payment.

The Board then addressed the acquisition of two (2) new ambulances for the District's use. After discussion, a Motion was made by Mr. **BOLLOM**, seconded by Mr. **COYLE** to approve the acquisition of two (2) new ambulances for use by ESD 46. The Motion was approved by a vote of 5 to 0.

The Board next discussed the financing proposals received from Community First National Bank for \$693,071 related to the acquisition of the two (2) new ambulances. Upon review and discussion, Mr. **COYLE** made a Motion, seconded by Mr. **RICE** to authorize Mr. Truver, Mr. Bollom and Mr. Clark to sign the loan documentation with Community First National Bank on behalf of the District. The Motion was approved by a vote of 5 to 0.

The Board then discussed with Chief Mulligan and other persons present for this meeting matters related to COVID 19. Chief Mulligan shared that a couple of the firefighters were out and in quarantine due to COVID 19 exposure from family members. Chief Mulligan stated that the firefighters were not contracting the virus from patients but did have exposures in their private lives that were impacting their ability to come to work. No action taken by the Board related to COVID matters discussed at the meeting.

The Board next reviewed the Station 29 renovation/reconstruction. Mr. Ricardo Martinez made a presentation to the Board regarding a general budget and conceptual design for the project. Mr. Martinez went over price estimates from FlintCo Construction and Christensen Building Group. No action taken.

The Board next addressed the renovation of the District's maintenance facility. Demolition and clearing of the school property located next to the maintenance facility was ongoing. No action taken.

The Board then received reports from the Department, previously mailed out by Chief Mulligan. Chief Mulligan asked the Board if there were any questions regarding his report. After review, a Motion was made by Mr. **RICE** seconded by Mr. **COYLE** to approve the Department reports as received. The Motion was approved by a vote of 5 to 0.

Chief Mulligan informed the Board that a Harris County Emergency Corps., had asked Atascocita Fire Department to help with standing up service to ESD 11. Mr. **CLARK** presented the question, "What can we learn from what happened with ESD 11 and Cypress Creek EMS?"

The Board next addressed the proposed 2021 Capital Budget. Chief Mulligan explained that the proposed Budget was pulled from the strategic plan in the same manner as the 2020 Capital Budget. The proposed 2021 Capital Budget was reviewed, and the following capital purchase were specifically discussed by the Department and the Board. New Pumpers will be order in 2021 and a loan will be solicited for the purchase. Mr. Coveler inquired if the loan payment will be budgeted into the District's operating budget and Ms. Sokol confirmed that was already planned. Additionally, the Department's SCBA will be replaced in phases. The members of the Department evaluated several air pack configurations and decided to go with the MSA brand, which is less expensive than originally budgeted. The MSA was cited as being more comfortable than the other manufacturers configurations and the integrated thermal imaging camera was a desired feature of the crews.

Capital purchases shown as a total expenditure (though budgeted will reflect annual payment; SCBA purchase reflected in phases for replacement going from Scott to MSA as MSA was less expensive and the crews found the SCBA to provide more comfort than the Scott brand; and TIC to be integrated. After review, Mr. **COYLE** made a Motion, seconded by Mr. **RICE** to approve the 2021 Capital Budget as presented. The Motion was approved by a vote of 4 to 1 with Mr. **CLARK** voting in opposition.

The Board then addressed the ISO evaluation of the Department's Public Protection Classification (PPC). Chief Mulligan reported that he expected the District to earn a split rating with a minimum 2 with the possibility of a higher score. Chief Mulligan expressed his satisfaction with the result and relayed that no consultant had been utilized to reach the score. No action taken.

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 were presented for review.

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

The Board then confirmed the date for the next regular meeting will be November 16, 2020, either in-person or via teleconference. With the exception of Mr. **RICE**, all commissioners found the date accommodating to their schedules.

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

The Board did not exercise the option to enter Closed Session therefore no action was taken in relation to employment related claims, real estate matters or personnel matters.

There being no further business brought before the Board, Mr. **COYLE** made a Motion, seconded by Mr. **BOLLOM** to adjourn the meeting. The meeting adjourned at 7:46 P.M.


Buddy Rice
Secretary of the Board