

**MINUTES OF THE FEBRUARY 23, 2021 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 February 23, 2021, 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 5:03 p.m., by **TOM TRUVER**, President. Those Commissioners present were **TOM TRUVER, JOHN COYLE, RON CLARKE**, and **JOHN BOLLOM**. Commissioner **BUDDY RICE** was not present at the start of the meeting. Chief of Department Mike Mulligan, Assistant Chief of EMS Sean Conley, Assistant Chief of Fire Sean Richardson, Director of ITC & Operations Support Mike Wassell, Director of Human Resources and Finance Mary Anne Sokol, District Counsel, and Mr. Ira Coveler of Coveler & Peeler, P.C. Captain Franc Hemphill and Lt. Dylan Thomas of the Atascocita Fire Department were also in attendance at this meeting.

The Board opened the floor to receive public comment. Mr. **TRUVER** offered his congratulations to Sean Richardson on his job performance while at Atascocita Fire Department, recent promotion to fire chief at Little York Fire Department and his recent marriage.

The Board next addressed item 3, regarding a review of the meeting minutes of prior meeting(s). Thereupon after review, a Motion was made by Mr. **BOLLOM**, seconded by Mr. **COYLE** to approve the meeting Minutes of the regular meeting held January 18, 2021. After discussion, the Motion was approved by a vote of 3 to 0 with Mr. **CLARKE** abstaining as he stated he did not receive the Minutes to review prior to the meeting.

The District next received a financial report from Mary Anne Sokol, Director of Human Resources and Finance, for the period ended January 31, 2021. Mr. **BOLLOM** questioned the funds allocated to Account 5005. Ms. Sokol explained that the expense was applied to the CMS EMS billing audit. Mr. **CLARK** asked if the Board should move funds from the operating account to the TexPool or Texas Class accounts. Ms. Sokol expressed her hesitation though suggested transferring funds later received from the sales tax account might be appropriate. Thereupon after review, Mr. **CLARKE** 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. 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. **COYLE** made a Motion, seconded by Mr. **BOLLOM** to ratify and approve the payment of the District's submittals and bills. The Motion was approved by a vote of 4 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 discussed with Chief Mulligan and other persons present for this meeting matters related to COVID 19. Chief Mulligan reported that the Department was in the process of establishing an affiliation with Memorial Hermann Northeast Hospital to provide the vaccine for

Department members. Chief Mulligan stated that the vaccines applied for from the Texas Department of State Health Services had not yet been received for distribution. Finally, he stated that no new cases of COVID-19 were reported within the Department.

The Board next reviewed the Station 29 reconstruction project and Mr. Mike Wassell provided an update on the progress of the project. Mr. Wassell advised that Mr. Martinez of Martinez Architects had submitted responses to the comments and hoped to receive permits in the near future.

The Board took no action on the renovation of the District's maintenance facility.

Mr. RICE joined the meeting at this point.

The Board then addressed the acquisition of a replacement AMBUS to place in service for the Department. Assistant Chief Sean Conley had been approached by South East Texas Regional Advisory Council (SETRAC) about replacing the ten-year old AMBUS. SETRAC wants the District to purchase radio equipment and the chassis for approximately \$135,000 - \$170,000. Chief Conley stated that the chassis alone costs in excess of \$135,000. The District will have the option to make computer and other upgrades to the new AMBUS unit. The State of Texas will fund approximately 75% of the total cost of the AMBUS, but final numbers will not be available until the final specification for the unit has been developed. Chief Mulligan shared that the District has a budget surplus of about \$238,000 from the 2020 budget year. As part of the discussion, Mr. **CLARKE** inquired, "Does the current AMBUS have a lot of miles?" to which Chief Mulligan replied, "No, but it does register a lot of idling hours". The cost per mile for AMBUS service is higher though not excessive. After review, a Motion was made by Mr. **CLARKE** seconded by Mr. **COYLE** to authorize \$135,000 for the acquisition of a new AMBUS from SETRAC. The Motion was approved by a vote of 4 to 0 with Mr. **RICE** abstaining.

The Board next received reports from the Department, previously emailed out by Chief Mulligan. Chief Mulligan also presented a supplemental report pertaining to the recent winter storm. Mr. **RICE** questioned the twenty-six (26) out-of-District calls wondering if the District assets were being unnecessarily scattered about with particular concern about the City of Humble. Mr. **COYLE** inquired as to whether the Department had experienced any freezing or water problems. Chief Mulligan stated that the maintenance building had suffered some minor water damage adding that the generator trailer would eventually be placed at the Maintenance Facility. After review, a Motion was made by Mr. **COYLE** seconded by Mr. **RICE** to approve the Department reports as received. The Motion was approved by a vote of 5 to 0.

The Board then addressed the District's ISO evaluation of the Department's Public Protection Classification (PPC). 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 consideration.

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 March 15, 2021, either in-person or via teleconference. All commissioners present found the date accommodating to their schedules.

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

The Board entered Closed Session at 5:29 p.m. and returned to Open Session at 6:08 p.m.

The Board next addressed personnel issue discussed during Closed Session. After review, Mr. **COYLE** made a Motion, seconded by Mr. **BOLLOM** to increase Chief Mulligan's annual salary as discussed during Closed Session. The Motion was approved by a vote of 5 to 0.

There being no further business brought before the Board, Mr. **COYLE** made a Motion, seconded by Mr. **CLARK** to adjourn the meeting. The meeting adjourned at 6:09 P.M.

Buddy Rice
Secretary of the Board