

**MINUTES OF THE APRIL 19, 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 April 19, 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 7:00 p.m., by **JOHN COYLE**, Vice-President. Those Commissioners present were **JOHN COYLE, RON CLARKE, BUDDY RICE, and JOHN BOLLUM**. Commissioner **TOM TRUVER** was not present at the meeting. Chief of Department Mike Mulligan, Director of ITC & Operations Support Mike Wassell, Director of Human Resources and Finance Mary Anne Sokol, District Counsel, Mr. Ira Coveler of Coveler & Peeler, P.C., Ricardo Martinez of Martinez Architects, and Spring Fire Department Chief Scott Seifert were also present at the meeting.

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

The Board tabled item 3 regarding a review of the meeting minutes of prior meeting(s).

The District next received a financial report from Mary Anne Sokol, Director of Human Resources and Finance, for the period ended March 31, 2021. Ms. Sokol noted the District's real property tax revenue is now only \$287,000 lower than anticipated through the end of March 2021. Ms. Sokol discussed with the Board the SCBA budget item, and identified to the board this is a capital expenditure item and not an overbudget item. Mr. **COYLE** discussed account line 1010 regarding a "mental health grant". Chief Mulligan shared how Gabby Morgan meets with peer support group at Atascocita Fire Department and commended the success of the program. Ms. Sokol added, that the "program is a supplement to the Atascocita Fire Department SOAR Program." Mr. **CLARKE** questioned how the therapist is paid from the grant money and how these funds are tracked. Ms. Sokol stated that Ms. Morgan submits an invoice to the Department and the funds are charged to the grant account. The mental health grant is \$175,000 and is recognized on Line 1010 on the income line of the budget and the expense to Ms. Morgan was tracked on Line 3007.1 as an expense line in the budget. Mr. **CLARKE** next inquired as to when the funds had been received. Ms. Sokol confirmed receipt of the mental health grant funds in January of 2021. Ms. Sokol further explained that the \$175,000 is not included as part of the budget created during 2020 because the grant is an unknown revenue source at the time the budget is created. Mr. **CLARKE** requested that District counsel and Ms. Sokol seek guidance from the District's auditor regarding how to properly monitor the income and expense side of grant funds. Thereupon after review, Mr. **RICE** made a Motion, seconded by Mr. **BOLLUM**, 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 then reviewed the District sales tax report prepared by Ms. Alberta Balderas. After review, Motion was made by Mr. **RICE** seconded by Mr. **CLARKE** to approve the report as presented. The Motion passed 4 to 0.

The Board next addressed District bills and commissioner submittals. After review, Mr. **BOLLOM** made a Motion, seconded by Mr. **CLARKE** 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 next addressed agenda item 7 regarding the granting exemptions for 2021. After review, Motion was made by Mr. **RICE** seconded by Mr. **BOLLOM** to adopt the same exemptions as those taken in 2020. The Homestead Exemption was set at Zero percent (0%). The Over-65 Exemption was set at \$50,000 and the Disability Exemption was set at \$50,000. The Motion passed 4 to 0.

The Board took no action on matters related to COVID 19.

The Board next reviewed the Station 29 reconstruction project. Ricardo Martinez presented an update on the progress. He stated that Humble ISD has agreed to receive the District's storm drainage and will enlarge its detention pond to accommodate the District's capacity. Harris County is in disagreement with the District's engineer regarding the jurisdiction it has related to the detention pond. The City of Humble "annexed us" according to Harris County, but that is not accurate. The City of Humble annexed the street line of Rustic Timbers immediately adjacent to the District's property. This is a jurisdictional mess. Mr. Coveler has reached out to the Harris county attorney to attempt to resolve this matter. No action taken.

The Board next addressed the construction of the District's maintenance facility. No action taken.

The board then discussed the purchase of two (2) new pumpers to be placed in service to the District. Chief Mulligan shared that in conjunction with the long range planning committee recommendations, the District would purchase two (2) new pumpers at this time instead of the one (1) unit requested. Chief Mulligan and Mr. Wassell next reviewed with the Board the proposal received from Sutphen Corporation Fire Apparatus on same. Chief Mulligan noted, these trucks are of equal quality to what the District presently has in service. After review and discussion, a Motion was made by Mr. **COYLE** seconded by Mr. **RICE** to purchase the two (2) new pumpers from Sutphen Corporation Fire Apparatus and make the prepayment to Suthpen following District counsel's review of the payment and performance bond. The Motion was approved by a vote of 4 to 0.

Mr. **CLARKE** made an additional Motion to join the Sourcewell purchasing cooperative related to the acquisition of the two (2) new pumpers. Mr. **RICE** seconded the Motion. The Motion was approved by a vote of 4 to 0.

The Board next received reports from the Department, previously emailed out by Chief Mulligan. Chief Mulligan relayed that the run numbers were remaining high as he reported four hundred ninety-two (492) EMS response calls the previous month. Chief Mulligan stated that things were generally *status quo* noting fewer patients with COVID and one (1) employee having been quarantined due to same. Chief Mulligan also shared that he had traveled to Ohio to the Sutphen Corporation Fire Apparatus plant to review the quality of the trucks available from that

company. Mr. **COYLE** inquired about a “mutual aid response into the District’s territory taking twelve (12) minutes. Chief Conley replied that at this time the Department had not received any complaints regarding any ambulance response times.

Chief Mulligan also reported that nine (9) individuals, five (5) of which were internal candidates, had applied for the Assistant Chief position created with the departure of Sean Richardson from the Department. That group has been reduced to four (4) finalists with two (2) internal candidates and two (2) external candidates remaining for consideration of the position. The final assessment for the Assistant Chief position will be conducted May 1. After review, a Motion was made by Mr. **RICE** seconded by Mr. **BOLLOM** to approve the Department reports as received. The Motion was approved by a vote of 4 to 0.

The Board then addressed the District’s ISO evaluation of the Department’s Public Protection Classification (PPC). Chief Mulligan stated that ISO expressed its interest to visit the ESD and was expected to be at the District’s meeting scheduled for May 17, 2021. Mr. **RICE** suggested having refreshments available at the meeting.

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

The Board then 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 next addressed repairs for equipment, apparatus and facilities in service to the District. No items were presented for repair.

The Board then confirmed the date for the next regular meeting will be May 17, 2021. However, the meeting may need to commence earlier than usual due to the ISO ceremony being held that evening. All commissioners present found the date accommodating to their schedules.

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

The Board did not exercise the option of Closed Session.

The Board took no action on Closed Session matters.

There being no further business brought before the Board, Mr. **RICE** made a Motion, seconded by Mr. **CLARK** to adjourn the meeting. The Motion was approved by a vote of 4 to 0. The meeting adjourned at 8:15 P.M.

  
Buddy Rice  
Secretary of the Board