

**MINUTES OF THE MAY 17, 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 May 17, 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 **TOM TRUVER**, President. Those Commissioners present were **TOM TRUVER**, **RON CLARKE**, **BUDDY RICE**, and **JOHN BOLLUM**. Commissioner **JOHN COYLE** was not present at the meeting. Chief of Department Mike Mulligan, Assistant Chief of EMS Sean Conley, 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 ISO representatives Skip Gibson, Joel Duke and Emily Janz were also present at the meeting.

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

The Board then received a presentation from ISO regarding the Department's Public Protection Classification (PPC). ISO reviewed the score with the Board and noted that there was no divergence between various calculation factors which is very rare. Modifications to the scoring related to the Texas Addendum Credit, CAFS and Community Risk reduction were also generally discussed. The ISO representative shared that the Department received a score of 91.46, which qualifies the District for an ISO rating of 1. The Board and everyone present congratulated the Department and the command staff for this achievement. There was no action to be taken.

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. **CLARK**, seconded by Mr. **BOLLUM** to approve the meeting Minutes of the regular meetings held March 23, 2021 and April 19, 2021. After discussion, the Motion was approved by a vote of 4 to 0.

The District next received a financial report from Mary Anne Sokol, Director of Human Resources and Finance, for the period ended April 30, 2021. Ms. Sokol relayed that the Atascocita Volunteer Fire Department was holding a Certificate of Deposit at Regions Bank, but that the funds were in the process of being acquired and transferred to the District. Ms. Sokol also reported that the District's budget is in good shape and tracking to be on target for the year. Thereupon after review, Mr. **CLARK** 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. 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. Sales tax revenue in the amount of \$472,719.88 was received during the month of May. After review, Motion was made by Mr. **CLARK** seconded by Mr. **RICE** to approve the report as presented. The Motion passed 4 to 0.

The Board next addressed District bills and commissioner submittals. After review, Mr. **CLARK** made a Motion, seconded by Mr. **RICE** 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 addressed matters related to COVID 19. Chief Mulligan reported that the District may be eligible for partial reimbursements from the State of Texas. No action taken.

The Board next reviewed the Station 29 reconstruction project. Ricardo Martinez presented an update on the progress of the Project. In particular, Mr. Martinez discussed the difficulty in sourcing certain materials and advised that it would benefit the District to pre-purchase certain materials to keep the project moving forward. Mr. Coveler shared with the Board that it was legal for the District to directly acquire materials so long as the materials were acquired through a bid process. After review, a Motion was made by Mr. **RICE** seconded by Mr. **BOLLOM** to prepay for the structural steel to be used for the project. The Motion was approved by a vote of 4 to 0.

The Board next addressed matters related to the construction and occupation of the District's maintenance facility. Mr. Martinez discussed the current status of the facility. Mr. Coveler also explained to the Board that the District was caught in a confusing jurisdictional dispute between the City of Humble and Harris County. Mr. Coveler further explained that because of the jurisdictional issue, in which both the City of Humble and Harris County stated that neither had jurisdiction over the District's property on Rustic Timbers. Following an involved discussion of the matter, including the risk involved with each of the Board's options, the Board made a Motion to occupy the District's property at 1501 Rustic Timbers. Mr. **RICE** made a Motion to proceed to occupy the District's property at 1501 Rustic Timbers. Mr. **BOLLOM** seconded the Motion. The Motion was approved by a vote of 4 to 0.

The Board then discussed the acquisition financing of two (2) new pumpers to be placed in service to the District. After review and discussion, a Motion was made by Mr. **RICE** seconded by Mr. **BOLLOM** to select the acquisition financing proposal received from US Bancorp that offered a rate of 1.5659% financed over seven (7) years with semi-annual payments. The Motion was approved by a vote of 4 to 0. The Board requested that Mr. Coveler schedule the first payment to commence after January 1, 2022.

The Board next received reports from the Department, previously emailed out by Chief Mulligan. Chief Mulligan relayed that there was a substantial increase in the run volume. He reported five hundred and four (504) EMS response calls and approximately one hundred thirty-nine (139) fire response calls for service during the previous month. After review, a Motion was made by Mr. **BOLLOM** seconded by Mr. **RICE** to approve the Department reports as received. The Motion was approved by a vote of 4 to 0.

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. Chief Wassell reported that the highwater truck was scheduled for inspection and examination and a number of unexpected items arose as a result of the inspection. The purchase of a new vehicle was discussed but no action was requested by the Department. The purchase price of the vehicle would be \$55,000 and \$12,000 in parts are needed for the vehicle which includes a new set of tires. Mr. Clarke inquired whether this acquisition was set forth in the District's long-range plan. Mr. Wassell explained that the unit was on loan from SETRAC and not part of the District's long range plan. No action taken.

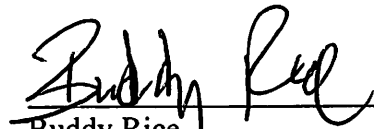
The Board then confirmed the date for the next regular meeting will be June 21, 2021. All commissioners present found the date accommodating to their schedules.

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

The Board entered Closed Session at 8:31 p.m. and returned to Open Session at 8:44 p.m.

The Board then discussed Closed Session matters. Mr. **RICE** motioned that a retention payment be issued to members of the department who had satisfied the minimum standard to remain in good standing with the Department since January 1, 2021 for all shifts of the Department. The gross payment amount would be in the amount of \$1,000 per eligible member.

There being no further business brought before the Board, Mr. **RICE** made a Motion, seconded by Mr. **BOLLOM** to adjourn the meeting. The Motion was approved by a vote of 4 to 0. The meeting adjourned at 8:46 P.M.

  
Buddy Rice  
Secretary of the Board