

**MINUTES OF THE JULY 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 July 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 7:01 p.m., by **TOM TRUVER**, President. Those Commissioners present were **TOM TRUVER, JOHN COYLE, BUDDY RICE**, and **JOHN BOLLLOM**. Commissioner **RON CLARKE** was not in attendance at this meeting. Chief of Department Mike Mulligan, Assistant Chief of EMS Sean Conley, Assistant Chief of Operations Jonathan Campos, Director of ITC & Operations Support Mike Wassell, Director of Human Resources and Finance Ms. Mary Anne Sokol, District Counsel, Mr. Ricardo Martinez of Martinez Architects L.P., and Mr. Ira Coveler of Coveler & Peeler, P.C. were also in attendance for the meeting.

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

The Board then reviewed the District sales tax report prepared by Ms. Alberta Balderas. Sales tax revenue in the amount of \$374,024.32 was received during the month of July. The Board also discussed the report and the non-confidential information set forth in the report. After review, Motion was made by Mr. **RICE** seconded by Mr. **COYLE** to approve the report as presented. After discussion, Commissioner **TRUVER** called for a vote and the Motion passed 4 to 0.

The Board next addressed item 4, regarding a review of the meeting minutes of prior meeting(s). Thereupon after review, a Motion was made by Mr. **BOLLLOM**, seconded by Mr. **RICE** to approve the meeting Minutes of the regular meetings held May 17, 2021 and on June 21, 2021. After discussion, Commissioner **TRUVER** called for a vote and the Motion passed 4 to 0. 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 June 30, 2021. Thereupon after review, Mr. **RICE** made a Motion, seconded by Mr. **BOLLLOM**, to accept the financial report as presented. After discussion, Commissioner **TRUVER** called for a vote and 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. **BOLLLOM** made a Motion, seconded by Mr. **RICE** to approve the payment of the District's bills and compensation to Mr. **TRUVER** in the amount of \$1,050.00 for his attendance of the June and July District monthly meetings and online training. After discussion, Commissioner **TRUVER** called for a vote and 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 held a discussion regarding agenda item 7, regarding the purchase of BBVA USA by PNC Bank and the impact that might have on the District's banking needs. No action taken.

The Board next focused on electronic deposits related to the District's property tax account, sales account, and EMS collections account. A discussion ensued regarding the matter though no action was taken by the Board at this time.

The Board then addressed matters related to COVID 19. SETRAC and Harris County are no longer providing supplies or testing, masks to the Department. Chief Mulligan stated that vaccinated personnel are no longer required to wear masks when entering the station.

The Board next reviewed the Station 29 reconstruction project. Mr. Ricardo Martinez of Martinez Architects L.P., presented an update on the progress of the Project. Mr. Martinez shared that nineteen (19) different contractors had downloaded the bid package thus far. These and any other proposals received prior to end date will be scored and the scoring will be presented at the District's August meeting. No action taken.

The Board next addressed the construction of the District's maintenance facility. Mr. Martinez noted that the project was progressing smoothly and that the new septic tanks will be placed on Wednesday, July 21<sup>st</sup>. Following the installation of the new septic tanks, the fence construction will commence in August followed by renovations to the sleeping quarters which are scheduled to be completed in October.

The Board next received reports from the Department, previously emailed out by Chief Mulligan. Chief Mulligan reviewed the report stating the Department responded to over five hundred (500) runs the previous month of which mutual aid was given to Humble Fire Department forty-seven (47) times and Humble Fire Department provided mutual aid to the District seventeen (17) times. The increasing call volume suggests that in the future there may be a need for additional ambulances and a new building for housing of an ambulance and ambulance crew. Mr. **RICE** suggested an area within the District to investigate for a possible future location of a new facility. Chief Mulligan explained that the run volume had greatly increased over the months since February of this year. After review, a Motion was made by Mr. **RICE** seconded by Mr. **BOLLUM** to approve the Department reports as received. After discussion, Commissioner **TRUVER** called for a vote and the Motion was approved by a vote of 4 to 0.

Chief Mulligan relayed that Ambulance 467 had been involved in a wreck and damages were being calculated by the insurance adjuster. Chief Mulligan stated that it would take four (4) to six (6) months before Ambulance 467 would be repaired noting an approximate cost over \$60,000 for same. Chief Mulligan shared that there is a possibility the chassis will be totaled and beyond repair as a result of the wreck. The Department is utilizing a reserve ambulance at present. After review, a Motion was made by Mr. **RICE** seconded by Mr. **BOLLUM** to approve a remount of the Ambulance 467 box as a result of being wrecked. After discussion, Commissioner **TRUVER** called for a vote and the Motion was approved by a vote of 4 to 0.

Chief Mulligan also informed the Board that Ambulance 462 is scheduled to be replaced during the third quarter of 2021. However, due to shortages related to COVID-19, the production time for this ambulance will be slowed. Chief Mulligan is requesting that the acquisition of the ambulance be accelerated due to production delays. After review and a discussion, a Motion was made by Mr. **RICE** seconded by Mr. **BOLLUM** to approve the immediate replacement of Ambulance 462. After discussion, Commissioner **TRUVER** called for a vote and the Motion was approved by a vote of 4 to 0.

The Board then addressed the 2022 budget and 2021 tax rate adoption planning. Mr. Coveler discussed the process with the Board though explained that certified calculations had not yet been received from Harris County to date. No action taken.

The Board next addressed acquiring property from RHL Humble Oil Field Corporation in close proximity to the District's rustic Timbers property. After review, a Motion was made by Mr. **BOLLOM** seconded by Mr. **RICE** to purchase the referenced property from RHL Humble Oil Field Corporation. After discussion, Commissioner **TRUVER** called for a vote and the Motion was approved by a vote of 4 to 0. The total purchase price for the Property, not including the cost of a surface waiver, shall not exceed \$350,000.

The Board then addressed thirty (30) day advance requests submitted by the Department. The Board requested that Mr. Coveler seek financing for the renovation of Station 29 project.

The Board took no action on the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251 as no items were presented for consideration.

The Board next addressed repairs for equipment, apparatus and facilities in service to the District. Mr. Wassell reported that repairs to the District's HVAC systems were ongoing.

The Board then confirmed the date for the next regular meeting will be August 16, 2021. All commissioners in attendance found the date accommodating to their schedules.

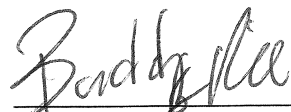
The Board then reviewed items to be placed on the August meeting agenda. No specific items were requested.

The Board did not exercise the option to enter Closed Session.

The Board then addressed personnel issues. After review, a Motion was made by Mr. **RICE** seconded by Mr. **COYLE** to move forward with hiring three (3) personnel currently and to move forward with three (3) additional personnel in 2022. After discussion, Commissioner **TRUVER** called for a vote and the Motion was approved by a vote of 4 to 0.

There being no further business brought before the Board, Mr. **BOLLOM** made a Motion seconded by Mr. **RICE** to adjourn the meeting 7:46 P.M. After discussion, Commissioner **TRUVER** called for a vote and the Motion was approved by a vote of 4 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on October 18, 2021.



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Buddy Rice  
Secretary of the Board