

**MINUTES OF THE DECEMBER 20, 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 December 20, 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 in attendance at the meeting. Chief of Department Mike Mulligan, Assistant Chief of EMS Sean Conley, Assistant Chief of Operations Terry Wygal, 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. were also in attendance. Members of the Atascocita Fire Department including Franc Hemphill, David DeMartino, and Keith Segray and Mat Hechler of Stryker Sales, LLC were also in attendance.

The Board opened the floor to receive public comment. President **TRUVER** expressed his excitement to see all the attendees at the evening's meeting.

Without objection, the Board moved to agenda item number 10, a report from the Policy Review Committee. Mr. **BOLLUM** stated that the last meeting held addressed the review of the compensation committee. EMS and Fire representatives, Mr. Bollom, and Mr. Clarke took part in the meeting Friday. Mr. Bollom relayed new information had been received over the weekend relating to a salary survey. The next meeting is scheduled for December 31, 2021 at which time the Atascocita Fire Department PTO/sickness policies will be discussed. Mr. **CLARKE** shared his appreciation to Will and Samantha for providing quality information. No action taken.

The Board returned to the normal order of the agenda at this time.

The Board then reviewed the District sales tax report prepared by Ms. Alberta Balderas. Mr. **CLARKE** presented and explained the report with the Board stating the 2021 sales tax as \$4.75 million. Mr. **CLARKE** explained the role of Ms. Balderas to the Board. No action taken.

The Board then addressed the Station 29 reconstruction project. Ricardo Martinez of Martinez Architects presented an update on the project and made special note of the following matters. The pre-engineered building procurement is in process with an anticipated move-in date of February 11, 2022 to the Maintenance Building. Mr. Martinez explained the storm sewer work for Humble ISD cost \$42,881. The City of Humble owns the waterline though Mr. Martinez is looking at the cost to join the City of Humble on same. The soil conditions at the maintenance building continue to hold too much moisture. Mr. Martinez stated the only things to do now are 1) wait, 2) lime stabilization, and 3) select type of fill. Mr. Martinez also presented Pay Application No. 3 in the amount of \$262,642. After review, Mr. **BOLLUM** made a Motion, seconded by Mr. **CLARKE** to approve Pay Application No. 3 as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0. Mr. Martinez advised the receipt of a Change Order and another Pay Application in the next two months.

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

The District next received a financial report prepared by Mary Anne Sokol, Director of Human Resources and Finance, for the period ended November 30, 2021. Ms. Sokol relayed a budget of \$15,439,661.79 of which \$6.9 million is the loan. Ms. Sokol stated the budget to be in a good state as expenses are currently 99% and \$250,000 below budget. Thereupon after review, Mr. **CLARKE** made a Motion, seconded by Mr. **RICE**, to accept the financial report as presented. Thereafter, President **TRUVER** called for a vote and the motion passed 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 received a report from the Compensation Committee. Mr. **TRUVER** stated, "When we talk about compensation, we want to be in the middle of the road." No action taken.

The Board next addressed District bills and commissioner submittals. After review, Mr. **RICE** made a Motion, seconded by Mr. **BOLLOM** to ratify and approve the payment of the loan payment, District's bills and compensation to Mr. **RICE**, Mr. **BOLLOM**, and Mr. **TRUVER** for their attendance of District meetings. Thereafter, President **TRUVER** called for a vote and the motion passed 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 the terms of the evergreen audit engagement with McCall Gibson Swedlund Barfoot PLLC. After review, a Motion was made by Mr. **RICE**, seconded by Mr. **BOLLOM** to approve the terms of the audit engagement as presented. After discussion, Commissioner **TRUVER** called for a vote. The Motion was approved by a vote of 4 to 0.

The Board next addressed item 13, regarding a review of the meeting minutes of prior meeting(s). Thereupon after review, a Motion was made by Mr. **CLARKE**, seconded by Mr. **BOLLOM** to approve the meeting Minutes of the regular meetings held October 18, 2021 and November 15, 2021. After discussion, Commissioner **TRUVER** called for a vote. 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 stated that T-19 is going into heavier use in an effort to help with E-19. However, Chief Mulligan still feels the need to utilize T-19 in a greater capacity. After review, a Motion was made by Mr. **RICE** seconded by Mr. **BOLLOM** to approve the Department reports as received. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board next addressed the Stryker ALS360 agreement. Mat Hechler with Stryker presented a package in which he discussed new and replaced items, including two upgrades. Mr. **RICE** inquired, "How long does this take?" Mr. Hechler explained different phases apply for each unit ranging from two weeks to possibly three to five months. After review, Mr. **CLARKE**

made a Motion, seconded by Mr. **RICE** to approve the agreement as presented by Mr. Hechler. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board then addressed matters related to COVID 19. Chief Mulligan stated the number of cases to be going down allowing for relaxing usage of face masks. However, hospital numbers have increased resulting in overcrowding of understaffed hospitals. Chief Mulligan reported the call volume to be down noting approximately five hundred (500) calls per month. No action taken.

The Board next addressed thirty (30) day advance requests submitted by the Department. No requests were received by the Board.

The Board then addressed the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251. No action taken.

The Board next addressed repairs for equipment, apparatus and facilities in service to the District. No action taken.

The Board then discussed entering into a financing and master lease agreement with Stryker Sales, LLC. After review, a Motion was made by Mr. **RICE**, seconded by Mr. **CLARKE** to join the SAVVIK Buying Group to allow for purchase of Stryker emergency care products. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board next addressed the engagement of an engineering firm to research and formulate current District boundaries and to produce a digital map of the District's boundaries. No action taken.

The Board then addressed the ratification of a continuing Contract with a private law firm for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract. After review, Motion was made by Mr. **BOLLOM**, seconded by Mr. **CLARKE** to approve the Contract with Linebarger Goggan Blair & Sampson LLP. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board then discussed the imposition of additional penalty on delinquent taxes for 2021 pursuant to §33.07 of the Texas Property Tax Code and adoption of a Resolution regarding same. After review, Motion was made by Mr. **BOLLOM**, seconded by Mr. **CLARKE** to adopt a Resolution imposing additional penalty on delinquent taxes for 2021. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board then addressed the imposition of additional penalty on delinquent taxes for 2021 to defray costs of collection by the District's tax attorney, pursuant to §33.08 of the Texas Property Tax Code and adoption of a Resolution regarding same. After review, Motion was made by Mr. **BOLLOM**, seconded by Mr. **CLARKE** to adopt a Resolution imposing additional penalty on delinquent taxes for 2021 to defray costs of collection by the District's tax attorney. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The Board then discussed the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Texas Property Tax Code and adoption of a Resolution regarding same. After review, Motion was made by

Mr. **BOLLOM**, seconded by Mr. **CLARKE** to adopt a Resolution imposing early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

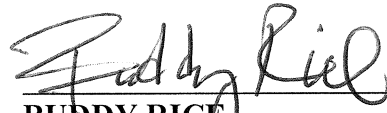
The Board then confirmed the date for the next regular meeting will be January 17, 2022 at the Maintenance Facility on 1501 Rustic Timbers Drive, Humble, Texas 77338. All commissioners in attendance found the date accommodating to their schedules. No specific requests were made for placement on the January meeting agenda.

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

The Board took no action on real estate or personnel issues.

There being no further business brought before the Board, Mr. **CLARK** made a Motion seconded by Mr. **BOLLOM** to adjourn the meeting 8:01 P.M. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on January 17, 2022.



BUDDY RICE
Secretary of the Board