

MINUTES OF FEBRUARY 5, 2019 MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

A special meeting was duly called of Harris County Emergency Services District No. 48, which was held at the District Administrative Building located at 21201 Morton Road, Katy, Texas 77449 on Tuesday, February 5, 2019.

CALL MEETING TO ORDER AND ESTABLISH A QUORUM.

The meeting was called to order at 6:30 p.m. by **Marshall Kramer**, President, who announced that a quorum was present. Those Commissioners present were:

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|------------------------|---------|
| Marshall Kramer | Present |
| Sam Henderson | Present |
| Bret Fossum | Present |
| Russell Solomon | Present |
| Michael Fleming | Present |

Also present at the meeting were Fire Chief and Emergency Management Director, Jeff Hevey, Assistant Chief of Administration, Tommy Westall, Division Chief of Logistics, Ray Sidwell, Battalion Chief of EMS Training, Kevin Leverence, Assistant Office Manager, Jackie Tobar, Suppression Training Captain, Vincent Moreno, and Ricardo Martinez with Martinez Architects, LLC.

TO REVIEW, DISCUSS, AND TAKE ACTION TO PAY DISTRICT BILLS.

Ms. Tobar presented the Board with the District bills. The Board reviewed and discussed the District bills. Mr. **Henderson** made a motion to approve the District bills related to expenses incurred by the District since the prior meeting. Mr. **Solomon** seconded the motion. The motion passed 5 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION ON SELECTING A LENDER TO FINANCE THE ACQUISITION OF A NEW PIERCE VELOCITY PUMPER TRUCK.

Mr. **Henderson** made a motion to approve Frost Bank as the lender to finance the acquisition of the new Pierce Velocity Pumper truck at a rate of 2.99% with a seven (7) year loan. Mr. **Fleming** seconded the motion. The motion passed 5 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION ON AN AGREEMENT WITH AT&T TO PROVIDE VOICE AND DATA SERVICES TO THE DISTRICT.

Chief Westall discussed an agreement with AT&T to provide voice and data services to the District. AT&T will drop the price if we agree to a two (2) year contract

Mr. **Fossum** made a motion to accept Chief Westall's recommendation to go with a two (2) year contract with AT&T. Mr. **Solomon** seconded the motion. The motion passed 5 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION ON ENTERING INTO A MEMORANDUM OF UNDERSTANDING WITH HOUSTON METHODIST WEST HOSPITAL.

Mr. **Solomon** made a motion to enter into a memorandum of understanding with Houston Methodist West Hospital. Mr. **Fossum** seconded the motion. The motion passed 5 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION ON AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH MARTINEZ ARCHITECTS.

Chief Westall discussed the build out for the second-floor administration building.

Mr. **Fossum** made a motion to agree to pay Martinez Architects for services rendered outside of the Station 1 design related to design work for the administration building build-out for the second floor. Mr. **Solomon** seconded the motion. The motion passed 5 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION ON THE ACQUISITION OF A NEW TOWABLE GENERATOR.

Chief Sidwell discussed the need to purchase a backup generator to power the new Station 1 project. The Board of Commissioners tasked Chief Sidwell to do additional research on a new towable generator and report back at a future meeting.

ADJOURNMENT.

Mr. **Henderson** made a motion to adjourn the meeting. Mr. **Solomon** seconded the motion. The motion passed 5 to 0. The meeting adjourned at 7:41 p.m.

The foregoing minutes were passed and approved by the Board of Commissioners on March 19, 2019.

Russell Solomon
District Secretary