

MINUTES OF DECEMBER 4, 2019 MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

A 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 Wednesday, December 4, 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:

Marshall Kramer	Present
Sam Henderson	Present
Bret Fossum	Absent
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, Assistant Chief of Operations, Brett Ellis, Chief of CRR, Jason Tharp, HR Office Manager, Walla Almasri, and Assistant HR Office Manager, Jackie Tobar.

TO RECEIVE PUBLIC COMMENT.

No public comment made.

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 4 to 0.

TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING ACQUISITION OF VEHICLE FOR USE BY THE COMMUNITY RISK REDUCTION TEAM.

Chief Tharp discussed the acquisition of a Ford Transit Connect vehicle for use by the Community Risk Reduction Team. The vehicle will be purchased using what was leftover in the CRR line budget item as well as funds from Cimarron Mud reimbursements for Smoke Alarm Blitzes. Mr. **Solomon** made a motion to approve the purchase of the Ford Transit Connect vehicle for use by the Community Risk Reduction Team in the amount of \$23,448.10. Mr. **Fleming** seconded the motion. The motion passed 3 to 0 with 1 commissioner abstaining.

TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING ADOPTION AND AMENDMENT OF DISTRICT POLICIES, STANDARD OPERATING GUIDELINES, OR JOB DESCRIPTIONS.

Item tabled.

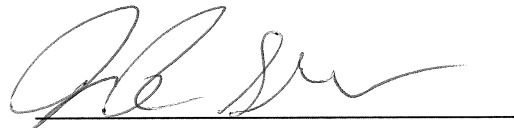
TO REVIEW, DISCUSS, AND TAKE ACTION REGARDING SELECTING 7710 INSURANCE AS THE DISTRICT'S WORKERS COMPENSATION INSURANCE PROVIDER.

Chief Westall discussed selecting 7710 Insurance as the District's workers compensation insurance provider. Chief Westall discussed that the fees with TAPHI will be reduced if the District joins with 7710 Insurance. Mr. **Henderson** made a motion to approve the selection of 7710 Insurance as the District's workers compensation insurance provider. Mr. **Solomon** seconded the motion. The motion passed 4 to 0.

ADJOURNMENT.

Mr. **Henderson** made a motion to adjourn the meeting. Mr. **Solomon** seconded the motion. The motion passed 4 to 0. The meeting adjourned at 7:23 p.m.

The foregoing minutes were passed and approved by the Board of Commissioners on January 21, 2020.

A handwritten signature in black ink, appearing to read 'R. Solomon', written over a horizontal line.

Russell Solomon
District Secretary