

## HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

A meeting was duly called of Harris County Emergency Services District No. 48, held at the District Administration Building located at 21201 Morton Road, Katy, Texas 77449, on September 4, 2024.

**1. Call meeting to order by Commissioner Scott Strait roll call taken and a quorum established at 5:13 p.m.**

<b>Scott Strait</b>	President	Present
<b>Patti Creel</b>	Vice President	Present
<b>Don Pannell</b>	Treasurer	Present
<b>Sam Henderson</b>	Secretary	Present
<b>Mike Fleming</b>	Assistant Secretary-Treasurer	Present Arrived at 5:15 p.m.

**Also present:**

George McAteer	Fire Chief
Vince Moreno	Assistant Chief of Operation
Eric Bank	Assistant Chief Of EMS
Ray Sidwell	Assistant Chief of Administration
Jackie Harvey	Office Manager
Robin Brian	Assistant Office Manager
David Manley	Coveler & Peeler Arrived 5:24 p.m.

**General Public** – Please see sign in sheet

**2. To receive public comment.**

No public comment was made.

**3. To review, discuss and take action regarding matters related to Katy Area Safety Fest.**

Brian Havran spoke on processes of Safety Fest. Jerry Hales answered questions from the Board on Safety Fest processes and financials. Jerry Hales is to provide financials by Friday September 6, 2024 to the Board for review before decision is made on approval of payment on Katy Area Safety Fest requested amount. No action was taken.

**5. To pay the District's invoices and expenses including the approval of any ACH payments.**

Robin Brian presented the District's invoices in the amount of \$347,312.88 for approval by the board. Commissioner Creel made a motion to approve the District's bills related to expenses incurred by the District for \$347,312.88. Commissioner Pannell seconded the motion. The motion was passed 5-0.

6. **To review, discuss, and act on the transfer of District funds from Texas Class and TexPool to Stellar Bank.**

Chief Sidwell requested the transfer of funds from Texas Class to Stellar Bank in the amount of \$500,000.00 to cover operating expenses. Commissioner Creel made a motion to approve the transfer of \$500,000.00 from Texas Class to Stellar Bank to cover operating costs. Commissioner Pannell seconded the motion. The motion was passed 5-0.

7. **To review, discuss, and take action regarding the Porter Road Property.**

No action.

8. **To review, discuss, and take action regarding matters related to the construction of new stations.**

No action.

9. **To review, discuss, and take action regarding the purchase of a new Rehab Unit.**

Chief McAteer presented several bids for the new Rehab truck. His recommendation was to go with Houston Freightliner in the amount of \$471,985.00. Discussion followed. Commissioner Creel made a motion to purchase the new Rehab truck from Houston Freightliner in the amount of \$471,985.00 with a contingency amount for the total of \$520,000.00. Commissioner Pannell seconded the motion. The motion was passed 5-0.

10. **To review, discuss, and take action regarding adoption and amendment of District policies or job descriptions.**

Job descriptions for Fire Chief and Emergency Management Director, Assistant Fire Chief Fire Operations, Captain Fire Operations Training, and a Fleet position were presented. Commissioner Henderson made a motion to approve the job descriptions as presented. Commissioner Fleming seconded the motion. The motion did not pass 2-3. Commissioner Strait, Commissioner Creel, and Commissioner Pannell voted no.

*Chairman Strait called a five-minute break at 6:13 p.m. before the start of Closed Session.*

11. **To meet in Closed Session pursuant to Government Code §551.072 to consult with legal counsel regarding pending or contemplated litigation, settlement offers, or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar.**

12. **To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**

13. **To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**

*The Board came out of Closed session at 6:30 p.m.*

**14. To review, discuss and act regarding items discussed in closed session.**

No action taken.


**15. Adjournment.**

There being no further business, a Motion was made by Commissioner Henderson, seconded by Commissioner Strait to adjourn the meeting. The Motion passed by a vote of 5 to 0.

Meeting was adjourned at 6:30 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on October 16, 2024.

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48**

By:   
Secretary of the Board