

**MINUTES OF THE MARCH 1, 2022 MEETING OF THE
HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100**

A Meeting was duly called of the Board of Commissioners of **HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100**, which was held, **MARCH 1, 2022**, at the offices of the District Training Center, 16005 Bellaire Blvd., Houston, Texas 77083.

The Board addressed Agenda item 1 and the meeting was called to order at 7:10 P.M., by **DALE TERRY**, President and presiding officer of the meeting. Those Commissioners present were **DALE TERRY, STEVE FOWLER, MARY BLONDELL** and **JEFF JERNBERG**. **ROBERT PEREZ** was unable to attend. Also, in attendance was Fire Chief **Bobby Clark**, Assistant Chief **Johnny Mitchel**, and Assistant Chief **Josh Taylor** of Community Protection Agency, Inc., (referred to herein as the “Department” and commonly known of as Community Volunteer Fire Department”), **Dennis Maldonado**, Director of Technology, **Ryan McKnight**, Director of WestCom, **Brian Gazaway**, Operations Manager of WestCom, **Kris Parrent** from Conclusive Coding, **David Manley** of Coveler & Peeler, P.C., the District’s legal counsel. **Randy Parr** with RIT Financial was also in attendance.

The Board addressed Agenda item 2 and opened the floor to receive public comment. None was received.

The Board next addressed Agenda item 3. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER**, to cancel the election set for May 7, 2022. After discussion, the Motion passed 4 – 0.

The Board next addressed Agenda item 4 to approve the Minutes of Prior District Meetings. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **JERNBERG** to approve the minutes for the February meetings`. After discussion, the Motion passed 4 – 0.

The Board addressed Agenda item 5 and received a Treasurer’s Financial Report including the Financial Report prepared by RIT Management, the District’s bookkeeper. Mr. Parr presented the report. The Board then addressed the payment of District operating bills including the payment of Commissioner fees in accordance with District policy and proper documentary support. For a more detailed overview of the District’s financial condition, see the financial report on file with the District. A Motion was made by Mr. **JERNBERG**, seconded by Ms. **BLONDELL**, to approve the financial report and the payment of District operating bills as presented. After discussion, the Motion was approved by a vote of 4 - 0.

The Board addressed Agenda item 6 regarding bank authorizations. No action was needed.

The Board addressed item 7 regarding commissioner compensation requests. After review, a Motion was made by Ms. **BLONDELL**, seconded by Mr. **JERNBERG**, to approve commissioner compensation requests as submitted: Mr. **TERRY** had attended eight (8) meetings for which he was requesting compensation. Mr. **FOWLER** had attended four (4) meeting for which he was requesting compensation. Ms. **BLONDELL** had attended seven (7) meetings for which she was requesting compensation. Mr. **JERNBERG** had attended one (1) meeting for which he was requesting compensation. After discussion, the Motion was approved by a vote of 4 - 0.

The Board next addressed Agenda item 8 to review and act on amendments to District's 2022 budget. No action was taken.

The Board next addressed Agenda item 9, to review and take action on exemptions for 2022. A Motion was made by Mr. **FOWLER**, seconded by Mr. **JERNBERG**, to set the following exemptions:

Homestead:	20%
Over 65:	\$100,000
Disability	\$100,000

After discussion, the Motion was approved by a vote of 4 - 0.

The Board next addressed Agenda item 10, regarding the District's Investment Policy. No action necessary.

The Board next addressed Agenda item 11. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER**, to designate Harris County Tax Assessor-Collector to prepare the District's No New Revenue Rate and related tax rate calculations for 2022. After discussion, the Motion was approved by a vote of 4 - 0.

The Board next addressed Agenda item 12, regarding district boundaries and mapping. No action necessary.

The Board next addressed Agenda item 13. A Motion was made by Mr. **JERNBERG**, seconded by Ms. **BLONDELL**, to approve Hickok and associates to conduct the annual flight validation for the training field landing site. After discussion, the Motion was approved by a vote of 4 - 0.

The Board next addressed Agenda item 14 and received a report from Mr. Parrent from Conclusive Coding. Mr. Parrent updated the Board on the Department's Social Media exposure and events. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER**, to accept the report as presented. After discussion, the Motion passed 4 - 0.

The Board next addressed Agenda items 15 and 16 together and received an operations and

financial report from Community Volunteer Fire Department. Chief Clark provided a summary of responses and activity. Chief Clark reported that the Director of the SFFMA requested a meeting to tour the facilities and discuss how the department has achieved such an impressive volunteer recruiting program. Assistant Chief Taylor informed the Board that their Medical Director will be working with the Department to allow Paramedics to administer antibiotics. After review, a Motion was made by Mr. **JERNBERG**, seconded by Ms. **BLONDELL**, to approve reimbursement of payroll expenses in the amount of \$473,064.95 and operational expense in the amount of \$670,354.72. After discussion, the Motion was approved by a vote of 4 - 0.

The Board next addressed Agenda items 17 through 19. No action taken.

The Board next addressed Agenda item 20. A Motion was made by Mr. **TERRY**, seconded by Mr. **JERNBERG**, to purchase the Department's former 1956 Pumper for \$4,000. After discussion, the Motion was approved by a vote of 4 - 0.

The Board next addressed Agenda items 21, to review, discuss and act on matters related to building the new dispatch center and the operation of new and interim dispatch center. Mr. McKnight, and Mr. Maldonado provided the Board with an update of current activities. No action taken.

The Board next addressed Agenda items 22, to review, discuss and act on matters related to payroll for WestCom employees. A Motion was made by Mr. **FOWLER**, seconded by Ms. **BLONDELL**, to increase the starting rate for part time dispatchers to \$25.00/hour. After discussion, the Motion was approved by a vote of 4 - 0.

The Board next addressed Agenda items 23. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER**, to approve four (4) Westcom employees to attend the National Conference in Nashville, in April. After discussion, the Motion was approved by a vote of 4 - 0.

The Board next addressed Agenda items 24, to review, discuss and act on matters related to construction of new dispatch center. Mr. **TERRY** provided an update on the status of construction. The Dispatch Center has been platted, and permits were expected next week. The District is still waiting on Motorola radios for ESD 200. No action required.

The Board next addressed Agenda items 25, to review, discuss and act on matters related to engaging a mental support professional for District and Department personnel. No Action was taken.

The Board went into closed session again at 7:27 to discuss personnel issues, and came out of closed session at 7:50.

The Board next addressed agenda item 29. The Board approved increasing the hourly rate of part time dispatchers as reflected under item 22.

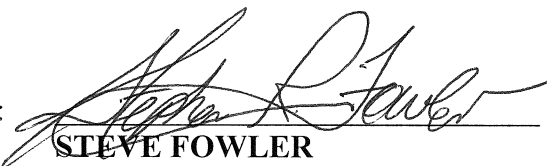
The Board next addressed agenda item 30. To schedule a meet and greet with surrounding ESDs. No action taken.

The Board next addressed agenda item 31 and 32. The Board set the next regular meeting for April 5, 2022, at 7:00 pm. The Board further schedule a Special Meeting for March 23, 2022.

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting adjourned at 9:04 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on April 5, 2022.

HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100

By: 
STEVE FOWLER
Secretary of the Board