

**MINUTES OF THE OCTOBER 4, 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, **OCTOBER 4, 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 6:13 P.M., by **JEFF JERNBERG**, Vice President and presiding officer of the meeting. Those Commissioners present were **JEFF JERNBERG**, **STEVE FOWLER**, **KEN ARRINGTON**, and **MARY BLONDELL**. **DALE TERRY** was unable to attend. Also, in attendance was Fire Chief Bobby Mitchell, Assistant Chiefs **Johnny Mitchell** and **Josh Taylor** of Community Protection Agency, Inc., (referred to herein as the “Department” and commonly known of as Community Volunteer Fire Department”), Kris Parrent of Conclusive Coding, Dennis Maldonado, IT Director, and **David Manley** of Coveler & Peeler, P.C., the District’s legal counsel.

A Quorum having been established, the Board addressed Agenda item 2 and opened the floor to receive public comment. None was received.

The Board next addressed Agenda item 3, to approve the Minutes of Prior District Meetings. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER** to approve the minutes for the prior meetings as presented. After discussion, the Motion passed 4 – 0.

The Board addressed Agenda item 4 regarding financial matters. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON** to open accounts with Texas Regional Bank and its affiliates, and for counsel to prepare the necessary documents and resolutions. After discussion, the Motion passed 4 – 0.

The Board next addressed Agenda items 5, to review and act on amendments to District’s 2022 budget. No action taken.

The Board next addressed Agenda items 6, to receive a report from Conclusive coding. Mr. Parrent provided the Board with a summary of significant events for the month of September. A Motion was made by Commissioner **ARRINGTON**, seconded by Commissioner **FOWLER**, to approve the report as presented. After discussion, the Motion passed 4 - 0.

The Board next addressed Agenda items 7 and 8 together and received an operations and financial report from Community Volunteer Fire Department. Chief Clark, Chief Mitchell and Chief Taylor provided a summary of responses and activity. After review, a Motion was made by Mr. **JERNBERG**, seconded by Ms. **BLONDELL**, to accept the reports and approve reimbursement of

payroll expenses in the amount of \$870,628.75, and operational expense in the amount of \$560,650.93. After discussion, the Motion was approved by a vote of 4 - 0.

The Board addressed items 9 through 11. No action taken.

The Board next addressed item 12, to review and act on acquisition of apparatus. Chief Clark informed the Board that Westlake Fire Department has an F250 pickup for sale, with only 3000 miles. Ms. **BLONDELL** made a Motion, seconded by Mr. **ARRINGTON**, that instead of purchasing the F250 that was approved in the 2023 budget, to approve up to \$87,000 to purchase the F250 from Westlake and change the logos. After discussion, the Motion was approved by a vote of 4 - 0.

The Board next addressed item 13, to review and act on needed improvements or repairs districts stations or related facilities. Assistant Chief Mitchell informed the Board that there was a miscommunication and that three cascade systems were inadvertently purchased, although they were not approved in the budget. He explained these systems are needed to allow the fire fighters to replenish the air bottles at their stations without having to travel. A Motion was made by Commissioner **FOWLER**, seconded by Commissioner **ARRINGTON**, to purchase the cascade systems (3) in the amount of \$139,546.02.

The Board addressed items 14 through 19. No action taken.

The Board next addressed agenda item 20. The Board set the next regular meeting for October 11, 2022, at 6:00 p.m.

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting adjourned at 7:58 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on November 1, 2022.

HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100

By:   
\_\_\_\_\_  
**KEN ARRINGTON**  
Secretary of the Board