

**MINUTES OF THE JANUARY 10, 2023 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, **JANUARY 10, 2023**, 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 6:10 P.M., by **DALE TERRY**, President and presiding officer of the meeting. Those Commissioners present were **DALE TERRY, STEVE FOWLER, KEN ARRINGTON** and **MARY BLONDELL**. **JEFF JERNBERG** was unable to attend. Also, in attendance was Fire Chief **Bobby Clark**, 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, **Katie Norris** of RIT Financial, **Simon VanDyke** with Touchstone Services, **Joby Copley** with Joiner Architects, 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 addressed Agenda item 3 regarding financial matters. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON** to approve the November and December reports and to pay the bills as presented. After discussion, the motion was passed by a vote of 4 – 0.

The Board next addressed agenda item 4 and receive an overview from Simon VanDyke regarding the services of Touchstone Services. A Motion was made by Mr. **ARRINGTON**, seconded by Ms. **BLONDELL** to engage Touchstone Services with an initial fee of \$6,450, and a monthly fee thereafter of \$3,650, to assist with community outreach. After discussion, the Motion passed 4 – 0.

The Board next addressed Agenda items 5 through 9 with no action taken.

The Board next addressed item 10, to review, discuss and act on need improvements or repairs to the District’s stations or related facilities. Joby Copley presented the Bids received and recommended **AXIS** builders for the remodel of Station 2 renovations. A Motion was made by Mr. **ARRINGTON**, seconded by Ms. **BLONDELL** to engage **AXIS** Builders for the renovation. After discussion, the Motion passed by a vote of 4 – 0.

The Board addressed item 11, to receive a report from RIT-HR regarding human resources. No action taken.

The Board next addressed Agenda items 12, to review, discuss and act on matters related the operation and construction of new and interim dispatch center. Mr. McKnight provided the Board with an update of current operations activities. Mr. Maldonado provided an update on technology. A Motion was made by Mr. **ARRINGTON**, seconded by Ms. **BLONDELL** to approve the reports as presented. After discussion, the Motion was passed by a vote of 4 – 0.

The Board addressed items 13 through 16. There were no items for closed session and no action taken.

The Board next addressed agenda item 17, to approve fee for governmental relations and legislative services to be coordinated by District legal counsel. Ms. **BLONDELL** made a Motion, seconded by Mr. **ARRINGTON**, to approve \$100,000 for governmental relations and legislative services to be coordinated by District legal counsel. After discussion, the Motion passed 4 – 0.

The Board set the next regular meetings for Tuesday, February 7 at 6:00 p.m., and February 14, 2023, 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 9:30 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on February 16, 2022.

HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100

By: 
KEN ARRINGTON
Secretary of the Board