

**MINUTES OF THE MARCH 22, 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, **MARCH 22, 2023**, at the offices of the District Training Center, 16005 Bellaire Blvd., Houston, Texas 77083.

The District considered and acted upon the following matters:

The meeting was called to order at 6:05 p.m. by Dale Terry, Board President, who announced that a quorum was present. Those Commissioners present were: **DALE TERRY, STEVE FOWLER, JEFF JERNBERG, MARY BLONDELL** and **KEN ARRINGTON**. Also, in attendance was **Ryan McKnight**, Director of WestCom, **Brian Gazaway**, WestCom Operations Manager, **Dennis Maldonado**, IT Director, **Katie Norris** with RIT Financial, and **David Manley** of Coveler & Peeler, P.C., the District's legal counsel.

The Board proceeded to address the following:

2. To receive public comment.

Kalie Cagle with First Responder Task Force provided an overview of the First Responder Task Force benefits.

3. To review, discuss and act on the Treasurer's Financial Report, payment of District operating bills, payment of budgeted capital expenses and payment of operations funding pursuant to the service agreement with the Department, and to review, discuss and take action on District Investments and any necessary banking authorizations and pledge agreements.

Ms. Norris provided a report on the District's financials and presented the invoices to be paid. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **JERNBERG** to approve the Financial reports and to pay the bills as presented. After discussion, the motion was passed by a vote of 5 – 0.

4. To review and act on amendments to District's 2023 budget.

No action taken.

5. To review, discuss and act on acquisitions or needed repairs to the District's equipment, vehicles or apparatus.

No action taken.

6. To review, discuss and act on construction, improvements or repairs to the District's stations or related facilities.

No action taken.

7. To receive a report from Conclusive Coding and take any related action.

Mr. Parrent was unable to attend. No action taken.

8. To receive a report from RIT-HR regarding human resources and take any required action.

No action taken.

9. To review, discuss and act on matters related to operation and construction of new and interim dispatch center.

Mr. McKnight provided the Board with an update of current operations and activities. Mr. Maldonado provided an update on technology. Mr. Ryan informed the Board he will be obtaining quotes for janitorial services. A Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON** to approve the vehicle use policy as presented, pending final legal review. After discussion, the Motion passed by a vote of 5 – 0. A Motion was made by Mr. **ARRINGTON**, seconded by Mr. **JERNBERG** to approve training for CCNA certification in the amount of \$4,195. After discussion, the Motion passed by a vote of 5 – 0. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **JERNBERG** to approve paying the \$50 permit fee for the water well permit. After discussion, the Motion passed by a vote of 5 – 0.

10. To review, discuss and act on Westcom budget.

The Board scheduled a Special Meeting to take place on March 28, 2023 at 6:00 p.m. to discuss the Westcom budget. No other action taken.

11. To meet in Closed Session pursuant to Government Code §551.071 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 of Texas and Tax Code §323.3022 to discuss sales tax matters.

No action taken.

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

No action taken.

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

No action taken.

14. To act on matters discussed in closed session.

No action taken.

15. To discuss and take action to confirm the next regular monthly meeting date as well as any items that need to be on the next meeting agenda.

The Board set the next regular meetings for Tuesday, April 4 at 6:00 p.m.

16. Adjournment

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting adjourned at 8:50 P.M.

The foregoing minutes were passed and approved by the District Board of Commissioners on June 13, 2023.

HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100

By:



KEN ARRINGTON
Secretary of the Board