

**MINUTES OF THE JUNE 6, 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, **JUNE 6, 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 6:10 p.m. by Jeff Jernberg, Board Vice President, who announced that a quorum was present. Those Commissioners present were: **STEVE FOWLER, JEFF JERNBERG, KEN ARRINGTON** and **MARY BLONDELL**. **DALE TERRY** was unable to attend. Also, in attendance was Fire Chief **Bobby Clark**, Assistant Chief **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, 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.**

None was received.

3. **To review, discuss and act on payment of District operating bills and take action on District Investments and any necessary banking authorizations and pledge agreements.**

Mr. Manley reported that to cash out the District's CD currently with Simmons bank would cost approximately \$45,000 in penalties. He informed the Board that he had been successful in getting the bank to raise the current interest rate from .75% to 4.25% for the remainder of the year. This was anticipated to increase the interest earned by approximately \$130,000. A Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON**, to approve the new CD rate as presented. After review and discussion, the Motion passed by a vote of 4 to 0.

4. **To receive an operations and financial report from Community Volunteer Fire Department, and to take any necessary action thereon, including to receive and approve the Department payroll and expense totals from the previous month.**

Chief Clark provided a summary of responses and activity. After review, a Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON**, to accept the reports and approve reimbursement of payroll expenses in the amount of \$582,744.95, and operational expense in the amount of \$555,700.68. After discussion, the Motion was approved by a vote of 4 - 0.

5. **To receive a report from the Conclusive Coding representative regarding the District's social media presence as well as other assigned projects.**

Mr. Parrent provided the Board with an overview of the District's significant responses and social media presence. Mr. Parrent will present the Board with a proposal to update the District's website. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON** to approve the report as presented. After review and discussion, the Motion passed by a vote of 4 – 0.

6. **To review and act on disposal of surplus equipment.**

No action taken.

7. **To review, discuss and take action on acquisitions or needed repairs to the District's supplies, equipment, vehicles or apparatus.**

Chief Clark informed the Board of the need for a bariatric ambulance in the region. He requested approval to convert the District's ambulance that is currently on order to a bariatric ambulance, at an additional cost of \$22,000. A Motion was made by Mr. **ARRINGTON**, seconded by Mr. **FOWLER** to authorize the upgrade as requested. After review and discussion, the Motion passed by a vote of 4 – 0.

8. **To review, discuss and take action on construction, needed improvements or repairs to the District's facilities.**

A Motion was made by Commissioner **FOWLER**, seconded by Commissioner **ARRINGTON**, to approve the quote received from Fence Master, in the amount of \$30,450 for the gates at Station 3. After review and discussion, Motion passed by a vote of 4 to 0.

9. **To review, discuss and take action on matters related to construction projects.**

No action taken.

10. **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.

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

No action taken.

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

The Board went into closed session at 7:25 p.m. to discuss a personnel issue, and came out at 8:12 p.m.

- 13. To take action on matters discussed in closed session.**

No action taken.

- 14. 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, July 13, 2023 at 6:00 p.m.

- 15. Adjournment.**

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting was adjourned at 8:13 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on August 1, 2023.

HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100

By: 

KEN ARRINGTON
Secretary of the Board