

**MINUTES OF THE SEPTEMBER 13, 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, **September 13, 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 6:08 p.m. by Dale Terry, Board President, who announced that a quorum was present. Those Commissioners present were: **DALE TERRY, STEVE FOWLER, and MARY BLONDELL**. **JEFF JERNBERG** and **KEN ARRINGTON** were unable to attend. 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.

None.

3. To receive a report from HdL and act on matters related to sales tax.

Robin Humphries from HdL provided the Board with a report regarding sales tax collections and projected revenues. No action taken.

4. To review and act on prior meeting minutes.

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER** to approve the minutes from prior meetings as presented. After review and consideration, the motion passed by a vote of 3 to 0.

5. 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. **FOWLER** to approve the Financial reports and to pay the bills as presented. After discussion, the motion was passed by a vote of 3 to 0.

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

No action taken.

- 7. To review, discuss and act on needed improvements or repairs to the District's stations or related facilities.**

No action taken.

- 8. To review, discuss and act on matters related to current and future construction projects.**

No action taken.

- 9. To review, discuss and act on matters related to the operation of dispatch center.**

Mr. McKnight reviewed significant events related to the operations of the dispatch center. Mr. McKnight informed the Board that Westcom was now dispatching for BCESD 3, and the transition went smoothly and BCESD 3 is happy with the dispatching services. He informed the Board that ABC 13 had toured the new dispatch facility and that there will be a news story running beginning September 15, 2023. The Board was also informed of one of Westcom's dispatcher who was deployed for TIFMIS as a dispatcher to assist the Texas Forest Services with wildfires in East Texas. One of the dispatchers addressed the Board and told them about her experience. She asked the Board if there was a possibility to provide the dispatchers with wildfire dispatching training. The Board agreed to look into providing the training requested. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER** to approve the operations report as presented. After discussion, the motion was passed by a vote of 3 to 0.

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER** to approve the Communication Center budget, except the requests associated with the weather stations and the Pelican cases. After discussion, the motion was passed by a vote of 3 to 0.

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER** to approve the agreement with Constellation Energy to provide electrical services for the dispatch center, pending legal review and approval. After discussion, the motion was passed by a vote of 3 to 0.

- 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.**

The Board went into closed session at 6:45 to discuss confidential sales tax matters.

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

The Board went into closed session at 6:45 to discuss confidential real estate matters.

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

The Board went into closed session at 6:45 to discuss confidential personnel matters.

13. To act on matters discussed in closed session.

The Board came out of closed session at 8:00 pm. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **TERRY** to authorize the offer discussed in closed session. By a vote of 3 to 0, the motion passed.

14. Adjournment

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting adjourned at 8:30 P.M.

The foregoing minutes were passed and approved by the District Board of Commissioners on October 2, 2023.

HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100

By: 

KEN ARRINGTON
Secretary of the Board