

**MINUTES OF THE APRIL 9, 2024 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, **April 9, 2024**, at the offices of the District's Communication Center, **21728 Beechnut, Richmond, Texas 77407**.

The District considered and acted upon the following matters:

The meeting was called to order at 6:00 p.m. by Dale Terry, Board President, who announced that a quorum was present. Those Commissioners present were: **DALE TERRY, STEVE FOWLER, MARY BLONDELL, JEFF JERNBERG** and **KEN ARRINGTON**. Also, in attendance was **Ryan McKnight**, Director of WestCom, **Brian Gazaway**, WestCom Operations Manager, **Dennis Maldonado**, District 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 review and approve minutes for prior meetings.**

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER** to approve the prior meeting minutes. After discussion, the motion was passed by a vote of 5 to 0.

**4. 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, audit, and to review, discuss and act 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 Mr. **FOWLER**, seconded by Mr. **JERNBERG** to accept the report and pay the bills as presented. After discussion, the motion was passed by a vote of 5 to 0. A Motion was made to approve the wire to Siddons and Martin for the new ambulances. After review and discussion, the motion passed by a vote of 5 to 0.

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

Mr. **FOWLER** made a motion, seconded by Mr. **ARRINGTON** to approve the Services Agreements for UPS, in the amount of \$30,000, pending legal review. After discussion, the motion was passed by a vote of 5 to 0.

Mr. **JERNBERG** made a motion, seconded by Mr. **FOWLER** to approve the Services Agreements for HVAC in the amount of 12,342, pending legal review. After discussion, the motion was passed by a vote of 5 to 0.

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

No Action.

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

Mr. McKnight reviewed significant events related to the operations of the dispatch center. A Motion was made by Mr. **JERNBERG**, seconded by Mr. **ARRINGTON** to approve the operations report as presented. After discussion, the motion was passed by a vote of 5 to 0.

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

No action.

9. **To review and act on matters related to District website, social media and public education.**

A Motion was made by Mr. **ARRINGTON**, seconded by Mr. **JERNBERG** to authorize Westcom to develop its own Facebook page. After discussion, the motion was passed by a vote of 5 to 0.

10. **To review and discuss District policies and procedures related to District Owned vehicles.**

The Board directed that the District vehicles have similar markings, identifying them as District vehicles. A motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON**, to upgrade the current fleet tracking system to include a one-year driving history. After discussion the motion passed 5 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.**

No action taken.

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

No action taken.

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

The Board went into executive session at 8:15 p.m. to discuss a personnel matter. The Board came out of executive session at 8:47 p.m.

12. **To take action on matters discussed in closed session.**

No action taken.

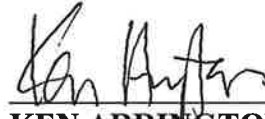
13. **Adjournment.**

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting adjourned at 8:47 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on May 14, 2024.

**HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100**

By:



**KEN ARRINGTON**

Secretary of the Board