

**MINUTES OF THE MAY 7, 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, **May 7, 2024**, 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 6:00 p.m. by Dale Terry, Board President, who announced that a quorum was present. Those Commissioners present were: **DALE TERRY, STEVE FOWLER, JEFF JERNBERG** and **KEN ARRINGTON**. **MARY BLONDELL** was unable to attend. Also, in attendance was Chief Bobby Clark, Assistant Chief Johnney Mitchell and 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 with 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.

No public comment was made.

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

A Motion was made by Mr. **JERNBERG**, seconded by Mr. **ARRINGTON**, to approve payment of the bill presented. The Motion was approved 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 and Department budget.

Chief Clark provided a summary of responses and activity. He reported that five members completed the Structural Collapse Training at TEEX, and are now certified Urban Search and Rescue Specialist, of which there are only 311 worldwide. Chief Clark further reported that the Department was deployed six times with Harris County SWAT teams, and assisted with the flooding in the Huffman area. Chief Taylor informed the Board that one of their crews received the EMS crew of the month from Memorial Hermann hospital. 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 \$668,627.23 and operational expenses in the amount of \$885,725.19, and a transfer to Community VFD in the amount of \$1,000,000 for May expenses. After discussion, the Motion was approved by a vote of 4 to 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 a summary of significant events and the District's social media outreach. After review, a Motion was made by Mr. ARRINGTON, seconded by Mr. JERNBERG to accept the report. After discussion, the Motion was approved by a vote of 4 to 0.

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

No action.

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

No action.

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

No action

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

A motion was made by Mr. JERNBERG, seconded by Mr. ARRINGTON, to approve and authorize the Geotechnical survey for the Bellaire property, in an amount of \$39,900. After review and discussion, the Motion passed 4 to 0.

10. **To review discuss and act on interlocal agreement with Fort Bend Hazmat regarding housing Fort Bend County Hazmat apparatus and crews.**

No action.

The Board went into closed session at 7:16 p.m. to address items 12 through 14.

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

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

The Board came out of closed session at 8:12 p.m.

14. **To take action 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 next meeting will be May 14, 2024 at 6:00 pm at Westcom.

16. **Adjournment.**

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting was adjourned at 8:12 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