

**MINUTES OF THE FEBRUARY 4, 2025 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, **February 4, 2025**, 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. Those Commissioners present were: **DALE TERRY, STEVE FOWLER, KEN ARRINGTON**, and **MARY BLONDELL**. **JEFF JERNBERG** was unable to attend. Also, in attendance was Chief Bobby Clark and members of his staff. David Manley of Coveler & Peeler, P.C., the District's legal counsel was also in attendance.

The Board proceeded to address the following:

3. To receive public comment.

No public was in attendance.

4. To review, discuss and act on financial matters, payment of District operating bills, payment of budgeted capital expenses and payment of operations funding pursuant to the service agreement with the Department.

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON**, to approve and pay the district bills and the payment to CVFD in the amount of \$1,500,000 for operational expenses. The motion was approved by a vote of 4 to 0.

5. 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 and his staff provided a summary of responses and activity. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON**, to accept the reports and approve reimbursement of payroll expenses in the amount of \$1,083,533.17 and operational expenses in the amount of \$900,546.24. The motion was approved by a vote of 4 to 0.

6. To review, discuss and act on matters related to District's website, social media and public education.

Smanatha Smith provided the Board with an update on the Department's social media and recruiting activities. A motion was made by Mr. **ARRINGTON**, seconded by Mr. **FOWLER** to approve the report as presented. Motion passed by a vote of 4 to 0.

7. To review and act on disposal of surplus equipment.

No action.

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

A Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON**, to approve the purchase of a cargo van in the amount of \$68,028.00 through HGAC. After discussion, the motion passed by a vote of 4 to 0.

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

No action.

10. To review, discuss and act on matters related to construction (current and proposed) projects.

Andrea Greer provided an update to the Board on grant activities. No action.

11. To review, discuss and act on real estate matters.

No action.

12. To review, discuss and act on personnel matters

A Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON**, to approve the additional payroll for the voluntary recall of Westcom dispatchers. After discussion, the motion passed by a vote of 4 to 0.

13. To review, discuss and act on matters related to the dispatch center

No action.

14. 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 executive session at 7:33 p.m. to consult with legal counsel. The Board came out of executive session at 8:47 p.m.

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

No action.

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

No action.

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

No action.

18. **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 regular meeting will be Tuesday, February 11, 2025 at 6:00 p.m.

19. **Adjournment.**

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

The foregoing minutes were passed and approved by the District Board of Commissioners on April 8, 2025.

HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100

By:



KEN ARRINGTON
Secretary of the Board