

**MINUTES OF THE FEBRUARY 11, 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 11, 2025**, 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, MARY BLONDELL, KEN ARRINGTON**, and **STEVE FOWLER**. **JEFF JERNBERG** was unable to attend. Also, in attendance was **Rebecca Densmore**, Interim 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 conduct a Public Hearing to allow interested parties to address the Board of Commissioners regarding the proposed petition for an annexation by the District.**

Mr. Terry opened the Public Hearing at 6:00 p.m.

3. **To conclude Public Hearing**

No public was in attendance and the hearing was closed at 6:15 p.m.

4. **Review and take action on matters relating to calling an election to be held on May 3, 2025, including approval of Orders, Resolutions and related matters as required or appropriate to call for the District election.**

A motion was made by Mr. **FOWLER**, seconded by Ms. **BLONDELL**, to call for an election to take place on May 3, 2025, and to approve the related Order as presented. After review and discussion, the motion passed 4 to 0.

5. **To receive public comment.**

No public was in attendance.

6. **To review and approve minutes for prior meetings.**

A motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON**, to approve the minutes for prior meetings as presented. After review and discussion, the motion passed 4 to 0.

7. **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 Ms. **BLONDELL**, seconded by Mr. **ARRINGTON** to approve and pay the bills as presented. After discussion, the motion was passed by a vote of 3 to 0. (Mr. Terry had stepped out)

8. **To conduct an annual review of the District's Investment policy.**

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **ARRINGTON** to maintain the District's current Investment policy adopted in 2020. After discussion, the motion was passed by a vote of 3 to 0. (Mr. Terry had stepped out)

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

No action.

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

A Motion was made by Mr. **TERRY**, seconded by Mr. **ARRINGTON** to approve \$7,000 to purchase wood shields to hang at the dispatch center. After discussion, the motion was passed by a vote of 4 to 0.

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

No action

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

Ms. Densmore and Mr. Gazaway reviewed significant events related to the operations of the dispatch center. Mr. Maldonado updated the Board on technology matters. A Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON** to approve the reports as presented.

A Motion was made by Mr. **ARRINGTON**, seconded by Mr. **FOWLER** to approve retaining someone to conduct training at a cost not to exceed \$2,000. After discussion, the motion was passed by a vote of 4 to 0.

A Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON** to approve sponsoring the Fort Bend County EMS Symposium at a cost not to exceed \$1,000. After discussion, the motion was passed by a vote of 4 to 0.

A Motion was made by Mr. **ARRINGTON**, seconded by Mr. **TERRY** to approve sponsoring the Fort Bend County EMS Symposium at a cost not to exceed \$1,250. After discussion, the motion was passed by a vote of 3 to 1, with Mr. **FOWLER** opposing.

**13. To review, discuss and act on matters related to the proposed annexation.**

A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER** to approve engaging Weiser to conduct survey of the proposed annexation at a cost of \$7,850. After discussion, the motion was passed by a vote of 4 to 0.

*The Board addressed items 14 through 16 and went into closed session at 8:00 p.m.*

**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.**

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

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

*The Board came out of closed session at 8:25 p.m.*

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

A motion was made by Mr. **TERRY**, seconded by Mr. **ARRINGTON**, to approve hiring an additional IT person at the rate discussed. After review and discussion, the motion passed by a vote of 4 to 0.

A motion was made by Mr. **TERRY**, seconded by Mr. **ARRINGTON**, to approve the pay increases, retroactive to January 1, 2025, as discussed. After review and discussion, the motion passed by a vote of 4 to 0.

**18. To confirm upcoming meetings and items needed for the agendas.**

A meeting was set for March 4, at 4:00 p.m.

**16. Adjournment.**

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting was adjourned at 8:28 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:

  
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**KEN ARRINGTON**  
Secretary of the Board