

**MINUTES OF THE SEPTEMBER 31, 2021 MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **September 28, 2021** was duly called of the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17**, which was held at the District's Administration Building located at 10410 Airline Drive, Houston, Texas.

The meeting was called to order at 9:30 A.M. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL, ROBIN HAYSLIP, EVERETT GRIFFIN** and **KENNETH ADCOCK**. Commissioner **DON GILKEY** was unable to attend. Also, present were District's Administrative Assistant Becky Cox, District legal counsel David Manley of Coveler & Peeler, P.C., Randy Parr of RIT Financial, David Slattery of Slattery Tackett Architects, Fire Chief Sean Richardson, Chief James Cone, Gary Morrison, Todd Smith, Richard Saul, Alita Valerio, and James Roberts, with the Fire Department.

The Board opened the meeting to public comment, but no members of the public were present.

The minutes for August Regular Meeting were presented. A Motion was made by **MR. BLASDELL**, seconded by **MR. ADCOCK** to accept the minutes as presented. After review and consideration, the Motion carried by a vote of 4 to 0.

The Board addressed item 4 of the agenda, to receive and approve the Financial Report, take action on investments, investment policy, District depository accounts and to pay District bills. The financial report was presented by Randy Parr. A Motion was made by **MR. BLASDELL** and seconded by **MR. ADCOCK** to accept the financial report as presented, approve payment of bills included therein and approve investment actions included therein. After review and consideration, the Motion carried by a vote of 4 to 0.

Chief Richardson advised the Board that there are some areas of the Budget that are over and some under. He is recommending revising the Budget as follows:

1. Create a budget line item to capture training income;
2. Subtract \$500,000 from Full-Time line item;
3. Add \$386,000 to Overtime line item;
4. Add \$114,000 to the Admin line item;
5. Subtract \$232,000 from the Part-Time line item;
6. Add \$170,000 to the Admin line item;

7. Add \$20,000 to the training class line item
8. Add \$20,000 to the training field line item

9. Add \$22,000 to the SCBA Repairs line item
10. There is \$5,000 that should not be accounted for in the chaplain service. (\$5,000 was spent not \$10,000)
11. Subtract \$35,000 from the HR line item
12. Add \$35,000 to web-based services.

A motion was made by **MR. BLASDELL** to accept the budget changes requested by Chief Richardson. Seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

There was no action required on item 6.

Chief Cone addressed item 7 the surplus and salvage. He informed the Board that Station 83 will be vacated for the time of the inside renovations and in closing that Station there are several items, including old beds, refrigerator, and gym equipment that can be auctioned. After discussion the Board approved the auctioning of these items. A Motion to approve the auction was made by **MR. HAYSLIP** and seconded by **MR. BLASDELL**. The motion carried by a vote of 4 to 0.

There was no action required on item 8 District obligations.

The Board then addressed item 9, Fire Chief's report on Fire Department activity. Chief Richardson made a verbal and multi-media report. Chief Smith proved a summary of training activities, and Gary Morrison presented the Fleet Report. Chief Richardson gave the response report for the month. Alita Valerio gave a report on the Public Relations activities. Todd Smith gave a report on training. No action required.

The Board then addressed item 10 concerning projects for the District facilities. Mr. Slattery advised the Board there is no update from the City or County for the water line project for Station 81. Concerning the project at Station 82, there is a delay in the permits due to flood maps and they are asking FEMA for a revision since this is for the flagpole plaza. He is attempting to have this problem escalated so the project can continue. The renovations at Station 83 are progressing. The interior work will begin next week. He presented Pay Request number 4 in the amount of \$93,848.60 pending architect certification. A Motion to approve Pay Request 4, pending architect certification, was made by **MR. BLASDELL**, and seconded by **MR. ADCOCK**. After review and consideration, the Motion carried by a vote of 4 to 0. Mr. Slattery advised the Board

he has met with the Chiefs concerning a Maintenance facility and is working on the preliminary drawings.


The Board then addressed Agenda item 11. A Motion to approve \$14,000 for training was made by **MR. BLASDELL**, and seconded by **MR. ADCOCK**. The motion carried by a vote of 4 to 0.

No action required on items 12 through 13.

The Board had no closed session issues.

The next meeting will be on Tuesday October 26, 2021, 2021 at 9:30 A.M.

There being no further business brought before the Board, the meeting adjourned at 10:20 P.M.


Secretary of the Board
