

**MINUTES OF THE APRIL 26, 2021 MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **April 26, 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, KENNETH ADCOCK,** and **EVERETT GRIFFIN**. Commissioners **DON GILKEY** and **ROBIN HAYSLIP** were unable to attend. Also present were the District's Administrative Assistant Becky Cox, District legal counsel David Manley of Coveler & Peeler, P.C., Carol Morrison of Municipal Accounts and Consulting, David Slattery of Slattery Tackett Architects, Amanda Coveler of RIT Management Group, Chief Sean Richardson, James Cone, Gary Morrison, Alita Guidry, Steven Tusing, 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 February and March were prepared and presented by Administrative Assistant Becky Cox and legal counsel David Manley. The minutes were accepted, and a motion was made by **MR. BLASDELL** to accept as presented. Seconded by **MR. ADCOCK**. Motion carried by a vote of 3 to 0.

The Board then discussed the tax exemptions for the year. **MR. GRIFFEN** made a Motion, seconded by **MR. ADCOCK**, to approve the following exemptions:

Homestead: \$0

Over 65: \$75,000

Disability: \$75,000

The Motion carried by a vote of 3 to 0.

The Board addressed item 4 of the agenda, to receive and approve the Financial Report, action on investments, Investment Policy, action regarding District depository accounts and pay District bills. The financial report was presented by Carol Morrison. 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 3 to 0.

Chief Richardson then addressed a budget revision. He wants to move \$10,000 from line item for HR to the Medical line item. This would set an allowance of \$450 per firefighter to utilize Life Scan for preventative scans for health issues. The total amount to be moved would be \$40,000. A motion to approve this budget change was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 3 to 0.

Mr. Manley then discussed the banks which bid on the remodelling project of Station 83. Trustmark Bank proposed the lowest percentage and no penalty to pay the project off early. After discussion, a motion was made by **MR. BLASDELL** and seconded by **MR. ADCOCK** to finance with Trustmark, with semi-annual payments. Motion carried by a vote of 3 to 0.

There was no action on items 8, 9 and 10.

The Board then addressed item 11, Fire Chief's report on Fire Department activity. Chief Richardson made a verbal and multi-media report. Gary Morrison presented information concerning the vehicles. No action required.

There was no action required on item 12 concerning COVID-19.

The Board then addressed item 13 concerning projects for the District facilities. Mr. Slattery advised the Board that on the project for Station 83 he is still waiting on permits from Harris County. The schedule to begin in mid-May is tentative, contingent on the delivery of the steel for the project. This may cause there to be some adjustments to the schedule at a later date. He has a meeting with Bass next Wednesday to discuss the project. The construction testing proposal has been signed. The engineers are completing the work on the waterlines for Station 81 and once complete he will present these to the City of Houston. He is not sure, at this time, of the timeline for this project. He will not have any proposal amounts until the government entities reply to the request.

The Board next addressed Agenda item 14 and Ms. Coveler advised the Board there are a few minor adjustments on the LOSAP agreement that needs to be approved by the Board. A motion to accept this change on LOSAP was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 3 to 0. She then advised the Board that LOSAP needs to be moved from the Fire Department to the ESD. A motion to move LOSAP was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 3 to 0.

There was discussion only on item 15. Chief Richardson advised the Board there have been numerous applicants for the new Administrative Assistant position and interviews will begin

after April 30. Assistant Chief Todd Smith applied for the new position as District Chief for Training. Since he will be moving to this position there will be a posting for a new District Chief.


There was no action on items 16.

Discussion only for item 17. The plans are to change over to the new communications/dispatch on July 1, 2021.

There was no closed session required therefore no action on items 18, 19 and 20.

The next meeting will be on Tuesday May 25, 2021 at 9:30 AM.

There being no further business brought before the Board for the March 30, 2021 meeting, the meeting adjourned at 10:10 PM.



Secretary of the Board