

**MINUTES OF THE DECEMER 21, 2021, MEETING OF THE  
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **December 21, 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 9:33 A.M. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL, ROBIN HAYSLIP, EVERETT GRIFFIN, DON GILKEY, and KENNETH ADCOCK**. Also, present were District's Administrative Assistant Becky Cox, District legal counsel David Manley of Coveler & Peeler, P.C., Randy Parr of RIT Financial, Amanda Coveler of RIT Management Group, David Slattery of Slattery Tackett Architects, Fire Chief Sean Richardson, Chief James Cone, Gary Morrison, Todd Smith, Richard Saul, and James Roberts, with the Fire Department. Also attending were Melinda Smith and Everett Henley from the public.

The Board opened the meeting to public comment, the two members of the public had no comment.

The minutes for the November 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 5 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. Randy Parr presented the financial report. A Motion was made by **MR. BLASDELL** and seconded by **MR. HAYSLIP** 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 5 to 0.

There was no action required on item 5 revisions to the District budget.

There was no action required on item 6 concerning the new election equipment.

The Board then considered item 7 of the agenda. Gary Morrison advised the Board he has been reviewing specs from several vendors for a pumper and a tanker. As of right now it appears these two apparatuses will cost approximately 1.4 million dollars. There is no action required on this item at this time.

There was no action required on items 8 or 9.

The Board then addressed item 10, Fire Chief's report on Fire Department activity. Chief Richardson made a verbal and multi-media report. Chief Richardson also gave the public relations report for the month. Chief Smith provided a summary of training activities, and Gary Morrison presented the Fleet Report. Chief Richardson gave the response report for the month. Motion to accept the Chief's Report as presented was made by **MR. BLASDELL** and seconded by **MR. GILKEY**. After review and consideration, the Motion carried by a vote of 5 to 0.

The Board then addressed item 11 concerning projects for the District facilities. Mr. Slattery advised the Board the project at Station 83 is nearing completion. There will be a walk-through tomorrow to create a punch list. After that walk through the station can be re-occupied by the fire department. There will still be the items on the walk through and some outside items to complete but it will be usable by the fire department personnel. Mr. Slattery presented Pay Request No. 7 in the amount of \$317,559.35 pending architect approval. A Motion to approve the pay request 7 pending his approval was made by **MR. BLASDELL** and seconded by **MR. GILKEY**. Motion carried by a vote of 5 to 0. Mr. Slattery advised the Board the construction at Station 82 will begin on January 3, 2022. He did present a proposal from Alpha Testing in the amount of \$9,936 that requires approval of the Board to handle the testing during this project. A motion to approve Alpha Testing for the required testing of the Station 82 project was made by **MR. HAYSLIP** and seconded by **MR. BLASDELL**. Motion carried by a vote of 5 to 0. He reported the water line job for Station 81 is still waiting on documents from the City of Houston. He reported they are working on the project and civil engineering of the Maintenance Facility and should be ready next month to get an approval on a contractor. He will forward all the necessary documents to Mr. Manley.

The Board then addressed item 12. Ms. Coveler explained the need to go ahead and offer the fire department personnel an opportunity to utilize a Flexible Spending Account (FSA). The money is put in by the department and then the fire department personnel who choose to participate will pay this amount back tax free over the 12 months of the year. She does not expect a lot of participation in the beginning but feels interest will grow as the participants utilize the program and others see its value. A motion to approve the FSA for 1 year was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 5 to 0.

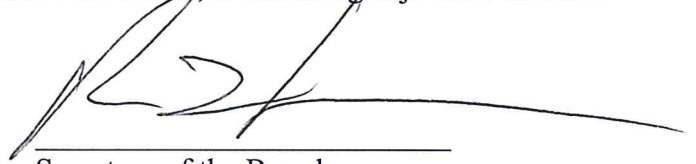
There was no action required on items 13 and 14.

The Board went into Closed session at 10:33.

The Board completed Closed Session at 11:11 and no action required.

The following is the schedule of meetings for the first quarter of 2022, all will begin at 9:30 A.M.: January 25,2022, February 22, 2022, March 29,2022, April 26, 2022

There being no further business brought before the Board, the meeting adjourned at 11:12 A.M.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Secretary of the Board