

**MINUTES OF THE FEBRUARY 22, 2022 MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **February 22, 2022**, 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, KENNETH ADCOCK** and **DON GILKEY**. 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 Morris and Todd Smith.

The Board opened the meeting to public comment, there was no public in attendance.

The Board then discussed the calling of an election. A motion was made by **MR. BLASDELL**, seconded by **MR. GILKEY** to cancel the election to be held on May 7, 2022. Motion carried by a vote of 5 to 0.

The Board addressed item 4, to approve the minutes of the last meetings. **MR. BLASDELL** made a motion, seconded by **MR. ADCOCK** to approve the minutes for the December and January meetings. Motion carried by a vote of 5 to 0.

The Board addressed item 5 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. **MR. BLASDELL** made a motion, seconded by **MR. ADCOCK** to have Sales Tax revenue moved from Wells Fargo to Texas Class. After review and consideration, the Motion carried by a vote of 5 to 0.

There was no action required on item 6 revisions to the district's budget.

The Board then addressed item 7 to review and discuss the proposed Strategic Plan. A Motion to accept the Strategic Plan prepared by Chief Richardson was made by **MR. GILKEY** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 5 to 0.

The Board then considered item 8 of the agenda. Chief Richardson requested approval to purchase tools from Snap-On Tools in the amount of \$62,000. A Motion to approve this expense, pending confirmation Snap-On is a member of an approved government purchasing cooperative, was made by **MR. HAYSLIP** and seconded by **MR. BLASSDELL**. Motion carried by a vote of 5 to 0.

The Board then considered item 9 of the agenda. Chief Richardson requested approval to dispose of some old cameras, a refrigerator, some cabinets and a water softener and tank. A Motion was made by **MR. HAYSLIP**, seconded by **MR. BLASSDELL** to approve the disposal of the items requested by placing them up for auction. Motion carried by a vote of 5 to 0.

No action on items 10.

The Board then addressed item 11, Fire Chief's report on Fire Department activity. Chief Richardson made a verbal and multi-media report. Motion to accept the Chief's Report as presented was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 5 to 0.


The Board then addressed item 12 concerning projects for the district's facilities. Mr. Slattery provided an update on the current projects. He presented a pay request number 9 from Bass Construction in the amount of \$17, 521.09. A Motion to approve payment of this amount pending architect approval was made by **MR. HAYSLIP** and seconded by **MR. BLASSDELL**. Motion carried by a vote of 5 to 0. A Motion to extend Mr. Slattery's service agreement was made by **MR. GRIFFIN**, seconded by **MR. BLASSDELL**. Motion carried by a vote of 5 to 0. Mr. Slatter advised that the selection of a Contractor for the Maintenance Building should occur in April.

The Board next addressed item 13, to review and act on personnel matters. Ms. Coverer informed the Board that VFIS would no longer be managing COBRA benefits. **MR. GRIFFEN** made a Motion, seconded by **MR. BLASDELL** to approve Nation Benefit Services (NBS) to manage the District's COBRA benefits. Motion carried by a vote of 5 to 0.

No action required on items 14 or 15.

The Board did not require a closed session this month.

The next meeting will be held March 29,2022, at 9:30 a.m. There being no further business brought before the Board, the meeting adjourned at 11:00 A.M.



Secretary of Board