

**MINUTES OF THE OCTOBER 28, 2025, MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO.17**

A meeting for **October 28, 2025**, 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.

1. Call meeting to order.

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**, **EVERETT GRIFFIN**, **KENNETH ADCOCK**, and **ROBIN HAYSLIP**. **DON GILKEY** was unable to attend. Also present were Members of the Chief's staff, District legal counsel David Manley of Coveler & Peeler, P.C., Katy Norris of RIT Financial, the District's Administrative Assistant Becky Cox, Amanda Coveler, James Roberts, Todd Smith, and Mike Stallings, Administrative staff, and David Slattery from Slattery and Tackett.

2. To receive public comment.

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

3. To approve the Minutes of prior meetings.

Motion was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN** to approve the minutes from prior meetings. Motion carried by a vote of 4 to 0.

4. To review and act on financial matters, including financial report, investments, Investment Policy, accounts, depository security, resolutions for account access, and to pay bills.

A Motion was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN** to accept the financial report as presented and approve payment of bills included therein. Motion carried by a vote of 4 to 0. There was discussion concerning Chief Richardson reaching out to HDL about Special Annexation changes.

5. To review and act on amendments/revisions to District budgets.

Chief Richardson advised the Board that during the budget review, a new line was added for the Fire Fest. This new line is number 69542 on the budget. A motion to accept this additional line item was made by **MR. HAYSLIP** and seconded by **MR. BLASDELL**. Motion carried by a vote of 4 to 0.

6. To review and discuss and take action regarding adoption, amendment and explanation of District policies, procedures and standard operating guidelines.

No action taken.

- 7. To review and take action to approve the purchase of capital assets, including apparatus/vehicles, equipment, tools, and communications equipment.**

Chief Richardson requested approval for the purchase of a simulcast radio system in the amount of \$37,011.14. A motion to approve this expenditure was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0.

- 8. To review and act on disposition of surplus and/or salvage property.**

Chief Cone advised the Board the outdated Fit Test machine will be placed on Gov.deals as it is being replaced. A Motion to approve the sale of the Fit test machine as surplus was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

- 9. To review and act on District obligations, including retiring obligations or incurring obligations for construction, real estate, vehicles, and equipment.**

No action taken.

- 10. To receive a report from Fire Chief on Fire Department activity.**

Chief Cone and members of the department made verbal and multi-media reports. No action required.

- 11. To review, discuss and act on any issues related to the repairs, improvement, and construction of District facilities, including engaging construction services, change orders and construction payments.**

Mr. Slattery provided an update on ongoing projects. He presented the contract with Maaco Construction for the Holtman project for approval. A motion to approve the contract was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0. There was discussion concerning the inspection of the Fire Tower. Chief Richardson will contact the Fire Marshall's Office to verify what inspections are required.

- 12. To review and act on personnel matters, including action on hiring, retention, policies, duties, and benefits.**

Ms. Coveler provided the Board with information regarding the District's health and benefit plans and annual personnel reviews. She also informed the Board that the open PIO and HR positions had been filled. No action required.

- 13. To review and act on real estate, including to purchase, sale, platting, or permits.**

No action taken.

14. To review and act on any matters regarding dispatch, communications, or mutual aid agreements with other agencies.

No action taken.

15. 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.

No action.

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

No action.

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

No action.

18. To review, discuss and take action regarding matters discussed in the Closed Session.

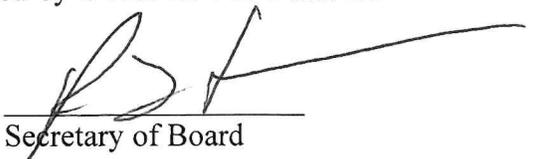
No action.

19. To set the date of the next regular meeting.

November meeting will include a lunch and will be held on November 18, 2025 at 11:00 AM. The December meeting will be held on December 16, 2025 at 9:30 AM. Due to the November and December meetings being held earlier in the month, there will be no need to have a mid-month bill meeting scheduled.

25. Adjournment.

There being no further business brought before the Board, a motion to adjourn was made by **MR. BLASDELL**, seconded by **MR GRIFFIN**. Motion carried by a vote of 4 to 0 and the meeting adjourned at 10:21 A.M.


Secretary of Board