

MEETING OF THE WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO. 200

Board of Commissioners of **The WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO 200**. Was held on **Monday, April 14, 2014 at 7:00 p.m.** at the **Pattison Volunteer Fire Department, 2950 FM 359 North, Pattison, TX 77466.**

In attendance were: Commissioners: Brooke Robinson, Tommy Albert, Gary Ferguson, Darwin Hargrave, and Tommy Davis; Departments: Waller VFD, Pattison VFD, Mt. Zion VFD, Hempstead Fire Department, Waller EMS, Rolling Hills VFD, Prairie View VFD, Tri-County VFD, Brookshire VFD, and Monaville VFD; and Gundersons Bookkeeping, the District Bookkeeper.

The Meeting was called to order at: 7:08 p.m. by *Mr. Tommy Davis*.

- 1. To receive public comment, including vendors and service providers.** None.
- 2. To receive a report from the Waller County Fire Chief's Association.** Hollis Ulbricht mentioned that they have the air packs request ready. They are working on typing up a request to purchase scanners for the trucks.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Davis* mentioned that on item 18, we need to add that Ms. Robinson was just given the packets that night and she did not have enough time to review them in order to make a decision. *Mr. Hargrave* made a motion to approve the March 10th minutes with that correction. *Mr. Albert* seconded the motion. The motion passed 5 to 0.
- 4. To receive a financial report from the District Treasurer and District Bookkeeper.** Report was read by Ms. Gunderson.

Prosperity – Operations # 1881	\$10,650.92
Prosperity – Tax/Public # 8700	\$1,921,223.37
FNB – Public Funds # 8084	\$2,002,801.92
Accounts Receivable	\$658,046.59
Total Revenues for March	\$25,633.62
Total Provider Payments	\$151,494.16
Total District Expenses	\$ 40,783.53

- 5. To review and take action regarding FEMA and other agency reimbursements regarding, Tri-County Fire and Magnolia Fire and other incidents.**

Mr. Williams mentioned that the Tri-County Board of Directors has hired an attorney to make sure they are doing the right thing. The attorney will write a letter of opinion and they will go from there.

- 6. To pay District Bills.** *Mr. Ferguson* made a motion to approve the district bills. *Mr. Albert* seconded the motion, which passed 5 to 0.

Customer/Vendor ID	Description	Check No.	Date	Amount
BFF Investments	Electric	11093	4/14/2014	\$59.69
BFF Investments	May Rent	11093	4/14/2014	\$800.00
Houston Community Newspapers	ESD Office Manager	11094	4/14/2014	\$1,008.00
Rolling Hills	Training	11095	4/14/2014	\$375.00
Twigg	April Website Maintenance	11096	4/14/2014	\$100.00
Hempstead Training	Training	11097	4/14/2014	\$375.00
Gundersons Bookkeeping	bookkeeping	11100	4/14/2014	\$1,671.40
Axcess Hose & Ladder	Hose testing for Pattison	11099	4/14/2014	\$2,234.94
USPS	book of stamps	11098	4/14/2014	\$49.00

\$6,673.03

City of Hempstead	Provider Payment			\$0.00
Katy	Provider Payment	11084	4/14/2014	\$6,462.50
Monaville	Provider Payment	11085	4/14/2014	\$7,700.00
Mount	Provider Payment	11086	4/14/2014	\$2,458.33
Pattison	Provider Payment	11087	4/14/2014	\$8,368.33
Prairie View	Provider Payment	11088	4/14/2014	\$6,416.67
Rolling	Provider Payment	11089	4/14/2014	\$6,250.00
Tri-County	Provider Payment	11090	4/14/2014	\$9,866.67
Waller EMS	Provider Payment	11091	4/14/2014	\$95,833.33
Waller VFD	Provider Payment	11092	4/14/2014	<u>\$8,138.33</u>

\$151,494.16

Total Expenses: \$158,167.19

7. **To review and take action on hiring a part-time office coordinator.** No action taken.
8. **To review and take action on the payment of a scanner for District records.** No action taken.
9. **To review and take action on hiring a company to scan and store all District documents.** No action taken.
10. **To review, discuss and take action on the adoption of a Records Removal Program and related orders.** *Mr. Ferguson* made a motion to have Gundersons Bookkeeping work with Howard Katz on coming up with if we need to adopt a Records Removal Program, pricing on companies to scan district documents, and come back to the next meeting ready to make a decision. *Mr. Albert* seconded the motion, which passed 5 to 0.
11. **To review and take action on the payment of operation funding pursuant to 2014 budget and service agreement with the District fire and EMS service providers.** *Mr. Ferguson* made a motion to pay Fire and EMS service providers pursuant to 2014 budget and service agreement. *Ms. Robinson* seconded the motion, which passed 5 to 0.
12. **To review and take action on approval of District/Department capital acquisitions and appropriate funding thereof.** No action taken.
13. **To review and take action on development of a District-wide ISO plan.** *Ms. Robinson* mentioned that she needs to type up the minutes from the meeting and sent them out.
14. **To receive activity reports from District fire and EMS providers.** Katy Fire Department had a total of 104 calls, 19 were inside ESD; Katy EMS had 15 calls in district, 148 calls out of district; Monaville VFD had 6 calls, 4 inside ESD; Mt. Zion had 1 call; Pattison Area VFD had 9 calls, all inside ESD; Hempstead VFD had 11 calls, all inside ESD; Rolling Hills had 3 calls, 2 inside ESD; Waller VFD had 10 calls, all were inside ESD; Prairie View VFD had 6 calls, all inside ESD, Tri-County VFD had 18 calls, all inside ESD, and Waller EMS had 346 calls, 345 calls inside ESD.
15. **To review and take action on revisions to District and/or Department operating and capital budgets pursuant to re-allocations and/or other matters.** No action taken.
16. **To review and take action as applicable on purchase of new fire apparatus, including Engines, Booster Trucks, and Pumps, and new ambulance and/or remount with purchase of new cab and chassis and refurbish of box.** *Mr. Hashaw*

turned in a request for an ambulance. It is the same quote as the last time they requested an ambulance. The delivery time is 6 months. Only 1 ambulance has less than 100,000 miles on it, one truck is also in the shop right now. Next Month EMS will probably be turning in a request for a remount. As of right now, EMS has 4 current running front line trucks, with 1 backup, and 1 in the shop.

Mr. Albert made a motion to purchase the ambulance. Motion died.

The board received two new truck specs and quotes for Monaville. They will review and come back next month with a decision on the three specs that were turned in.

17. **To receive a training report from service providers.** The providers turned in their training reports this month.
18. **To review and take action on construction of future Rolling Hills Fire Station, including design-build proposals and schedule special meeting.** *Mr. Ferguson* mentioned they will discuss this during the executive session.
19. **To review and take action on construction of future District administration building, including solicitation of design-build proposals.** We do not know if the notice was put into the newspaper yet. It was supposed to be put in the paper by this meeting and *Mr. Katz* was not at the meeting to discuss.
20. **To review and take action on any and all matters regarding the provision of fire and emergency medical services within District territory, including the City of Brookshire and the Brookshire ETJ, including designation of service providers, dispatch issues and interlocal agreement(s) with municipalities.** No Action taken.
21. **Executive Session, pursuant to Government Code Sections 551.071, 551.072 and 551.074 to deliberate regarding real estate, consult with legal counsel and review District personnel and operating matters.** The board left the meeting at 7:55 for an executive session and returned at 9:25 pm.
22. **Discuss and take action on ESD Website.** No action taken.
16. **To review and take action as applicable on purchase of new fire apparatus, including Engines, Booster Trucks, and Pumpers, and new ambulance and/or remount with purchase of new cab and chassis and refurbish of box.** *Mr. Albert* made

a motion to purchase the ambulance for EMS with having Mr. Hashaw have the quote reworked showing exactly what will be on the truck prior to final approval. *Mr. Hargrave* seconded the motion, and it passed 5 to 0.

18. To review and take action on construction of future Rolling Hills Fire Station, including design-build proposals and schedule special meeting. *Mr. Albert* made a motion to hire Drymalla Construction to build the Rolling Hills Fire Station and to cut a check for \$7,500 to get the project going. *Mr. Hargrave* seconded the motion, and it passed 5 to 0.

12. To review and take action on approval of District/Department capital acquisitions and appropriate funding thereof. *Mr. Albert* made a motion to buy 40 air packs from MES for \$247,491.60. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

25. Adjournment. *Mr. Albert* made a motion to adjourn. *Mr. Ferguson* seconded the motion, which passed 5 to 0. The meeting adjourned at 9:40 pm.

Respectful Submitted,

Tommy Albert, Secretary / Treasurer