

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

Board of Commissioners of **The WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO 200** meeting was held on **Tuesday, May 14, 2019 at 7:00 p.m.** at the **Prairie View City Hall** located at **44500 US Business Highway 290, Prairie View, TX 77446.**

In attendance were: Commissioners: Tommy Davis, Gary Ferguson, Tommy Albert, Rick Dalton and Hollis Ulbricht; Legal Counsel: Coveler & Peeler, P.C.; Providers: City of Brookshire, City of Hempstead, Monaville VFD, Mt. Zion VFD, Pattison Area VFD, Prairie View VFD, Rolling Hills VFD, Tri-County FD, Waller VFD, and Waller County EMS; Gundersons Bookkeeping, the District Bookkeeper.

- 1. Call Meeting to order, pledge of allegiance, and invocation.** The meeting was called to order at 7:03 p.m. by *Mr. Tommy Davis*. *Mr. Tommy Albert* led the pledge of allegiance and the invocation. Prior to the invocation, there was a moment of silence for Rev. Al Bowdre.
- 2. To receive public comment, including vendors and service providers.** *No Action*
- 3. To review and act on approval of minutes of prior meetings.** *Mr. Hollis Ulbricht* made a motion to approve the minutes. *Mr. Gary Ferguson* second the motion, which passed 5-0.
- 4. To receive a report from the Waller County Fire Chiefs' Association.** The Fire Chief from Pattison VFD read the chiefs' report stating several items. There was discussion about the fire truck running with the ambulance. There was also discussion about dispatch not dispatching with ambulance and self-dispatching with the ambulance. Also discussion about the scheduling of the day crews.

Prosperity – Operations # 1881	\$175,307.39
Prosperity – Tax/Public # 8700	\$41,511.00
FNB – Public Funds # 8084	\$6,491,853.31
Accounts Receivable	\$652,972.93
Total Revenue for April	\$56,623.86
Total Provider Payments	\$194,967.85
Total District Expenses	<b>\$386,454.70</b>

# Waller-Harris ESD #200

## Unpaid Bills

All Dates

	Date	Amount	Memo/Description
<b>AFLAC</b>			
	04/25/2019	893.28	Supplemental Insurance - Katy
<b>Total for AFLAC</b>		<b>\$ 893.28</b>	
<b>AGILITY</b>			
	5/10/2019	\$ 139.52	Vision Insurance
<b>Total for Agility</b>		<b>\$ 139.52</b>	
<b>Allied Breathing Air, LLC</b>			
	04/23/2019	402.93	Repair Kit - Prairie View
	5/7/2019	383.78	Air Quality Test - Waller
	5/7/2019	531.01	Air Quality Test - Tri-County
	5/7/2019	383.78	Air Quality Test - PVFFA
	5/7/2019	513.00	Air Quality Test - Pattison
	5/7/2019	302.78	Air Quality Test - Monaville
<b>Total for Allied Breathing Air, LLC</b>		<b>\$ 2,517.28</b>	
<b>Blue Cross Blue Shield</b>			
	05/01/2019	12,043.45	Medical Insurance - Katy
<b>Total for Blue Cross Blue Shield</b>		<b>\$ 12,043.45</b>	
<b>Colorado County Oil Co.</b>			
	04/10/2019	1,512.62	Katy Station Fuel
<b>Total for Colorado County Oil Co.</b>		<b>\$ 1,512.62</b>	
<b>Consolidated Communications</b>			
	05/01/2019	313.00	Internet - Katy
<b>Total for Consolidated Communications</b>		<b>\$ 313.00</b>	
<b>Coveler &amp; Peeler, P.C.</b>			
	5/8/2019	2,286.98	Legal Services - April
<b>Total for Coveler &amp; Peeler, P.C.</b>		<b>\$ 2,286.98</b>	
<b>Delta Industrial Service and Supply</b>			
	04/05/2019	1,620.58	Coat & Pant Gold - Duty Crew
	04/12/2019	57.50	Paul Conway Shields - Rolling Hills
	04/12/2019	147.83	Thorogood Boots - Size 6.5 - Duty Crew
	04/23/2019	100.00	CitroSqueeze - Katy
	04/25/2019	647.55	Compact Boot Style FF Gear Bag - Duty Crew
	05/01/2019	332.11	Head Gear Repair - Katy
<b>Total for Delta Industrial Service and Supply</b>		<b>\$ 3,237.68</b>	
<b>Edward Jones</b>			
	04/24/2019	2,947.70	457(b) Match APRIL Payroll
<b>Total for Edward Jones</b>		<b>\$ 2,947.70</b>	

**Emergency Reporting**

04/19/2019 1,344.00 REPORTING SYSTEM - KATY

**Total for Emergency Reporting** \$ **1,344.00**

**Gundersons Bookkeeping LLC**

05/01/2019 3,000.00 Monthly Bookkeeping - May

05/06/2019 48.12 Copy Charges - April 2019

**Total for Gundersons Bookkeeping LLC** \$ **3,048.12**

**Harris County ESD #13**

04/30/2019 600.00 Live Burn Training - Katy

**Total for Harris County ESD #13** \$ **600.00**

**Maurice Amoye**

04/22/2019 206.17 Reimbursement for DOP Exam & Certification

**Total for Maurice Amoye** \$ **206.17**

**Metro Fire, Inc.**

04/11/2019 9,590.00 (Back Order) Gear - Pattison

04/11/2019 38,822.00 (Back Order) Bunker Gear - Duty Crew

04/11/2019 25,066.00 (Back Order) Bunker Gear - Tri-County

04/11/2019 21,883.00 (Back Order) Bunker Gear - Prairie View

04/11/2019 32,682.00 (Back Order) Bunker Gear - Hempstead

04/22/2019 9,486.00 Bunker Gear - Gold Coat & Pant - Katy

04/22/2019 25,776.00 Bunker Gear - Hempstead

04/24/2019 33,949.00 Bunker Gear - Brookshire

05/02/2019 22,581.00 Bunker Gear - Rolling Hills

05/05/2019 658.00 Station Supplies & Gear Cleaner - Katy

**Total for Metro Fire, Inc.** \$ **220,493.00**

**Monaville VFD**

04/23/2019 3,683.00 Reimbursement Commercial Insurance

05/01/2019 4,575.84 Provider Payment - June 2019

05/09/2019 1,525.00 Reimbursement WC Insurance - TX Mutual

**Total for Monaville VFD** \$ **9,783.81**

**Mt. Zion Community VF Assoc., Inc.**

05/01/2019 2,025.00 Provider Payment - June 2019

5/1/2019 5,981.00 Reimbursement Insurance - Auto, WC, COMM

**Total for Mt. Zion Community VF Assoc., Inc.** \$ **8,006.00**

**Municipal Emergency Services**

04/17/2019 372.25 HYDROTEST - PRAIRIE VIEW

**Total for Municipal Emergency Services** \$ **372.25**

**Pattison Area VFD, Inc.**

05/01/2019 8,037.33 Provider Payment - June 2019

04/22/2019 896.00 REIMBURSEMENT WORKERS COMP - PATTISON

04/22/2019 7,166.00 REIMBURSEMENT AUTO & COMM RENEWAL - PATTISON

05/02/2019 559.27 Reimbursement -Access Hose & Ladder - Pattison

05/09/2019 1,012.81 Reimbursement for SCBA Flowtest & Repairs - MES

	05/02/2019	<u>2,775.80</u>	Reimbursement - Access Hose & Ladder (Testing) - Pattison
<b>Total for Pattison Area VFD, Inc.</b>		<b>\$ 20,447.21</b>	
<b>PPE Care</b>			
	04/22/2019	258.50	GEAR CLEANING & REPAIR - KATY
	04/22/2019	390.00	GEAR CLEANING & REPAIR - Hempstead
	05/02/2019	392.00	GEAR CLEANING & REPAIR – Duty Crew & Brookshire
	05/06/2019	<u>555.00</u>	Gear Cleaning - Rolling Hills
<b>Total for PPE Care</b>		<b>\$ 1,595.50</b>	
<b>Prairie View VF Association, Inc.</b>			
	05/01/2019	<u>4,458.33</u>	Provider Payment - June 2019
<b>Total for Prairie View VF Association, Inc.</b>		<b>\$ 4,458.33</b>	
<b>Prosperity Bank - CC</b>			
	04/30/2019	<u>2,881.82</u>	ACCT#4054699990002467
<b>Total for Prosperity Bank - CC</b>		<b>\$ 2,881.82</b>	
<b>Republic Services</b>			
	04/26/2019	<u>176.07</u>	Trash - Katy
<b>Total for Republic Services</b>		<b>\$ 176.07</b>	
<b>Rolling Hills VFD</b>			
	05/01/2019	4,742.50	Provider Payment - June 2019
	05/05/2019	<u>4,091.00</u>	Reimbursement for Auto & Commercial Insurance
<b>Total for Rolling Hills VFD</b>		<b>\$ 8,833.50</b>	
<b>Texas Climate Solutions</b>			
	04/15/2019	<u>6,250.00</u>	Goodman 3 Ton Air Condition - 5 yr Warranty All parts & 2 yr Labor Warranty – Prairie View
<b>Total for Texas Climate Solutions</b>		<b>\$ 6,250.00</b>	
<b>Tri-County VFD</b>			
	05/01/2019	7,859.58	Provider Payment - June 2019
	05/05/2019	<u>5,445.00</u>	Reimbursement - Auto/Commercial Insurance
<b>Total for Tri-County VFD</b>		<b>\$ 13,304.58</b>	
<b>Waller County EMS, Inc.</b>			
	05/01/2019	<u>155,552.60</u>	Provider Payment - June 2019
<b>Total for Waller County EMS, Inc.</b>		<b>\$ 155,552.60</b>	
<b>Waller VFD, Inc.</b>			
	05/01/2019	<u>6,050.00</u>	Provider Payment - June 2019
<b>Total for Waller VFD, Inc.</b>		<b>\$ 6,050.00</b>	
<b>Wendy D. Langford</b>			
	05/01/2019	1,300.00	RENT - May 2019
	05/07/2019	<u>203.11</u>	Electric bill - April 2019
<b>Total for Wendy D. Langford</b>		<b>\$ 1,503.11</b>	
<b>TOTAL</b>		<b>\$ 497,464.29</b>	

5. **To review and approve proposed tax sales requested and submitted by Waller County or Harris County.** *No Action*
6. **To address financial matters including monthly report from the District Treasurer and bookkeeper, pay bills, investment policy, investment actions, designation of depository institutions, annual audits and depository pledge agreements.** Kristin Gunderson read the financials. Kristin Gunderson also brought to the floor that Tri-County is requesting reimbursement for hotels and meals for the upcoming TEEX Training in July at the federal per diem rate. *Mr. Tommy Albert* asked why Workman's Comp is more at one fire station than another fire station. Adam from Coveler & Peeler stated that it is based on the number on payroll or number of volunteers per station. *Mr. Tommy Albert* then asked why is there a big difference in the amount of invoices. *Mr. Tommy Davis* stated that there are grants to help pay for the cost of the insurance. *Mr. Tommy Albert* asked why stations aren't applying for the grants. Some departments stated the policy has to be paid first. Miki Ellis explained the process she did for Tri-County when they applied for the grant from Texas Forestry Service. *Mr. Tommy Albert* made a motion to pay the District bills. *Mr. Gary Ferguson* second the motion which passed 5-0.
7. **To receive a proposal from a representative of Texas CLASS Investment Pool.** Tony Sekaly from Texas CLASS Investment Pool passed out a flyer explaining how it works (attached). It is a LGIP(Local Government Investment Pool) and only public funds can invest in this. They have been around for 20 years and are AAA rated. The rate of the 2 funds are Prime Fund is 2.60% and on the Government Fund is 2.45% which is daily liquidity. There is no minimum or maximum amount to invest. You can take it out at any time. It doesn't cost to invest unless there is a charge from your bank to wire the money into this account. In the last year and a half they have signed up 20-25 ESD's. They are not guaranteed, but it is backed up government securities if we choose the 2.45% pool.
8. **To review and approve investment of District funds with an investment pool.** *Mr. Tommy Albert* asked what the rate is currently. *Mr. Tommy Davis* thinks it is less than .08%. *Mr. Tommy Davis* asked what the difference is between Tex Pool and Texas CLASS. Tony stated that Tex Pool is 3 times bigger, but they compound daily and Texas CLASS pays daily so you are earning interest on your interest. *Mr. Tommy Albert* made a motion to invest \$3.5 million with Texas CLASS but was amended to \$4.5 million. *Mr. Tommy Davis* asked the District bookkeeper if this would affect the bookkeeping. Kristin Gunderson wanted to know if this is going to be a lump sum moved now or is the taxes going to be deposited into this account? *Mr. Tommy Davis* said it will be a lump sum transfer. *Mr. Gary Ferguson* asked what was currently in the tax account and Kristin stated as of the end of April there is approximately \$6.4 million. Tony stated that they wire out 3 times a day at 12:00 p.m., 2:00 p.m. and 4:00 p.m. *Mr. Gary Ferguson* second \$4 million and then rescinded it. *Mr. Rick Dalton* second \$4.5 million, which passed 4-1, with *Mr. Ferguson* voting against.
9. **To review and approve payments for operations funding pursuant to emergency services provider agreements.** *Mr. Hollis Ulbricht* made a motion to pay providers. *Mr. Gary Ferguson* second the motion. *Mr. Tommy Albert* asked if everything from the providers been turned in

including the insurance reimbursements for the radios that were lost or broken. Miki Ellis stated the only radio reimbursement that is up in the air is Pattison VFD. *Mr. Tommy Albert* asked the bookkeeper to send an email to Pattison VFD requesting the reimbursement for the radio. This will be revisited at the next month meeting. The motion to pay providers passed 5-0.

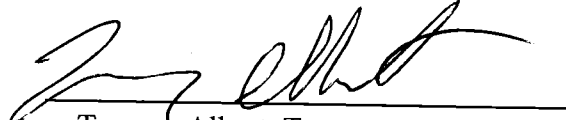
10. **To receive a report from the District Emergency Service Director on matters affecting the provision of emergency services within the District.** Jimmie Orsak, District Chief Safety Officer, stated that prior to the ISO audit they were at a 9 and after the ISO audit they are a 4. This will save homeowners around \$500 on insurance a year. Barry Weinman asked Chief Schmidt when the ladder truck will be ready and he said they are supposed to have the final service on the 20<sup>th</sup>. Barry Weinman spoke to Kevin about the radio patch and they are waiting on the duplexor. Northwest Communications cannot order the duplexor until they have the frequencies. Northwest is stating it should be another week. *Mr. Gary Ferguson* asked when are we looking at having this finished? Barry Weinman stated if they get the duplexor within the next week then it should be done by the next board meeting.
11. **To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.** Barry Weinman stated that there is a surplus ambulance. It is a 2011 Chevrolet and he wants approval to dispose of it through an auction at Lonestar. *Mr. Gary Ferguson* asked what is wrong with it and Barry Weinman stated that it has really high mileage. *Mr. Tommy Albert* made a motion to dispose of the ambulance through Lonestar. *Mr. Hollis Ulbricht* second the motion, which passed 5-0.
12. **To review any and all issues related to coverage of the District by emergency services providers, including, but not limited to funding emergency services, coverage areas, organization/consolidation of providers, or provision of services directly by the District, including hiring personnel, and placement of emergency services facilities, vehicles and equipment.** *No Action.*
13. **To review and act on fire station construction, modification or repairs, including but not limited to payments, selection of architects or engineers and selection of contractors.** Adam Tabak stated that he has the contract from Construction Administration Inc. and needs to be approved by the board and pending his approval. The price on the contract is \$420,438 with a 150 day as date of completion. Once approved Adam will take it from there. *Mr. Gary Ferguson* made a motion to approve the contract. *Mr. Rick Dalton* second the motion, which passed 5-0. *Mr. Gary Ferguson* asked who is responsible to contact the engineer to let them know they need to work with this contractor on this project. Adam stated that someone needs to be part of this construction to represent WHESD#200 to handle the pay applications. Mr. Schmidt hasn't communicated with Adam Tabak despite his effort to contact Mr. Schmidt. *Mr. Tommy Albert* stated that Adam needs to try Mr. Schmidt one more time and if he doesn't get in contact with him then Adam can choose the architect.
14. **To review and act to approve capital acquisitions and appropriate funding thereof, including action on acquisitions financing.** Barry Weinman gave a hand out from Styers Concrete in regards to the concrete work at Katy Station. They added ballards with 6' ID pipe. Barry Weinman presented the quote for the new ambulance and also gave the mileage for the frontline units. There was a discussion about ambulance 4296 needing repairs, but Bo Hashaw said that it

was a software issue and it has been fixed. *Mr. Hollis Ulbricht* asked why ambulance 3391 is on reserve and Bo Hashaw stated that it is in reserve now but it will change tomorrow due to rotation. *Mr. Tommy Davis* asked if extended warranty could be purchased and Barry Weinman stated he will check. *Mr. Tommy Albert* stated that the last time they checked on warranty they wouldn't do it for commercial vehicles. *Mr. Tommy Davis* asked about time frame and Barry Weinman stated that if the chassis is available then it could be October if not then it will be Spring. *Mr. Tommy Albert* made a motion to buy a new ambulance with the quote provided. *Mr. Gary Ferguson* second the motion, which passed 4-1. Barry Weinman presented a quote from Pattison VFD to fix R-61 in the amount of \$10,407.40 from Siddons-Martin. *Mr. Gary Ferguson* asked if it is a good truck. Kenny Pyka stated that it is their frontline truck that is the first one out the door and carries all of their rescue tools. *Mr. Tommy Davis* asked if that quote is the cheapest route. Barry stated that in order to get everything fixed outside of Siddons-Martin you would have to send to 2 different shops. *Mr. Gary Ferguson* made a motion to fix R-61 based on the quote from Siddons-Martin to get it back in service. *Mr. Rick Dalton* second the motion, which passed 5-0. Barry Weinman presented a request from PVFFA & Brookshire for gear lockers, 12 for PVFFA and 6 for Brookshire. *Mr. Gary Ferguson* asked if there was a proposal and Barry Weinman stated that the cost would be the same as the other ones. Barry stated the price is \$10,000 for all 18. *Mr. Gary Ferguson* made a motion to buy the lockers. *Mr. Tommy Albert* second the motion, which passed 5-0. Barry Weinman made a request to supply a pager with the gear, so that everyone can get the page. *Mr. Gary Ferguson* stated that there have been a lot of pagers and radios purchased and where are they? Barry Weinman stated it would be part of the bunker gear and would have to be turned in with gear. *Mr. Gary Ferguson* asked how much money Barry would need and Barry stated none at the moment. *Mr. Gary Ferguson* wants to know what style radio and it was said Motorola. *Mr. Gary Ferguson* wants Barry to have a proposal of the radio and how many for the next meeting. Barry Weinman presented Rolling Hills VFD request to wash their own bunker gear and are requesting a new washer. *Mr. Tommy Albert* and *Mr. Gary Ferguson* stated that they would rather leave it like it is currently. There has been complaints about the time frame on getting the gear back from being cleaned. *Mr. Gary Ferguson* stated that Barry needs to give loaner gear until they get their gear back from cleaning.

15. **To review and act on any and all matters related to paid personnel employed by District or contracted service providers, including hiring, termination, pay, scheduling employment policies, and benefits.** *Executive Session*
16. **To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** *No Action*
17. **To meet in closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.** Board left for executive session at 8:10 p.m. and returned from executive session at 8:40 p.m.
18. **To meet in closed Session pursuant to Government Code §551.074 to discuss personnel matters.**
19. **To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers of on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.**

15. *Mr. Tommy Albert* made a motion to adopt the job description for WHESD#200 District Safety Officer to be inserted into the protocol for the District. *Mr. Gary Ferguson* second the motion, which passed 5-0.

20. **Adjournment.** *Mr. Tommy Albert* made a motion to adjourn at 8:39 PM. *Mr. Rick Dalton* second the motion, which passed 5-0.



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Tommy Albert, Treasurer