

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, July 9, 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, Tommy Albert, Rick Dalton, and Hollis Ulbricht; Legal Counsel: Mr. Adam Tabak with 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; and Mr. Weinman, ESD Director.

- 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.
- 2. To receive public comment, including vendors and service providers.** Chad Cryer, Captain with Prairie View Fire Department presented a free Fire Prevention Suicide Training. Chad would like to start in our District first and the course can be customized. The basic training is about 1 hour and can add materials to eventually get up to 4 hours. Chad stated that he is a suicide survivor and just wants to assist with help. *Mr. Tommy Davis* stated to get with Barry Weinman and he will point him in the right direction.
- 3. To review and act on approval of minutes of prior meetings.** *Mr. Tommy Albert* made a motion to accept the minutes. *Mr. Hollis Ulbricht* seconded the motion, which passed 4 to 0.
- 4. To review and approve proposed tax sales requested and submitted by Waller County or Harris County.** *No Action*
- 5. To address financial matters including monthly report from the District Treasurer and bookkeeper, pay bills, investment policy, investment actions, designation of depository institutions, and depository pledge agreements.** Kristin Gunderson read the financial report. *Mr. Tommy Albert* made a motion to accept the financial report. *Mr. Rick Dalton* second the motion, which passed 4 to 0. *Mr. Tommy Albert* made a motion to pay the bills. *Mr. Rick Dalton* second the motion. Kristin Gunderson gave an update about the transaction with Texas CLASS that the money has been moved and the District in 6 days drew in \$600 for the month of June. The motion to pay bills passed 4 to 0. *Mr. Tommy Albert* discussed the revisions of the budget that were discussed with Gundersons Bookkeeping. *Mr. Tommy Albert* stated that items in the budget are over budget and some of the items will be broken down to get a better look at what goes towards that item. *Mr. Tommy Albert* stated the Katy Maintenance Expense was already over \$41,000 and the budget was \$5,000 so they added \$50,000 to it, Office Supplies was \$2,917 and the budget was \$2,000 so they moved \$2,000 to it. Medical Insurance they took \$60,000 out since it was budgeted at \$180,000 and year-to-date only \$59,960 has been spent so it will leave \$120,000 to finish the year, they didn't address the Workman's Comp Insurance that is already over budget by \$13,000 and that is for both full-time and part-time they want to see where it ends at the end of the year. Equipment Services & Repairs \$10,257 has already been spent and the budget was \$4,000 so they increased it to \$17,000, ESD Maintenance Expense was \$50,000 and \$64,415 has been spent so they added \$120,000 to it and this is one of the budget items that will be broken down to get a better view. Supplies Expense is at \$5,088 and the budget was \$0 and the money was for the trial bags for the fire trucks for the duty crews. *Mr. Tommy Albert* stated that the 2 places that the most

of the money came from was Training Expense that is at \$7,200 and the budget was \$95,000 so they took \$80,000 out of that and Capital Outlay was budgeted at \$269,541, because that is what was left after the budget was finished. It's at \$296,713 now so they added funds to it and there is only \$150,000 left for the rest of the year. *Mr. Tommy Albert* stated the other place they took money out was the Reserve which was at \$100,000 and they took all of it in order to balance the budget as of right now. *Mr. Tommy Albert* made a motion to accept the budget revisions. *Mr. Hollis Ulbricht* second the motion, which passed 4 to 0. Kristin Gunderson mentioned that Tri-County VFD has budget revision that have already been presented to their board members. Kristin stated the following budget revisions: they want to take out \$750 from Computers and add \$1,000 to Office Equipment, add \$1,000 to Equipment Repairs & Maintenance and add \$3,000 to Equipment Purchases. They are taking out \$500 from Rehab supplies, taking out \$750 from Station Supplies, taking out \$1,000 from Uniforms, taking out \$2,000 from Electricity, taking \$2,000 from Gas, taking \$1,000 from Septic, and adding \$3,000 to Security under Utilities. *Mr. Tommy Davis* asked what they are doing with security. Ed Faterkowski the Fire Chief from Tri-County stated it is for their security cameras. *Mr. Tommy Davis* asked which departments have cameras and the following have them: Tri-County, Brookshire, Pattison, and Katy#6. Barry Weinman stated that every station in the District should have cameras in and outside the station. *Mr. Tommy Davis* stated that will be discussed at a later date.

Prosperity – Operations # 1881	\$202,205.97
Prosperity – Tax/Public # 8700	\$41,566.51
FNB – Public Funds # 8084	\$1,062,599.32
Texas CLASS Investment	\$4,501,481.50
Accounts Receivable	\$521,328.28
Total Revenue for June	\$22,640.86
Total Provider Payments	\$194,967.85
Total District Expenses	\$218,224.50

Waller-Harris ESD #200
Unpaid Bills
All Dates

	Date	Amount	Memo/Description
AFLAC			
	06/25/2019	893.28	ACCT#LKG30
Total for AFLAC		\$ 893.28	
AGILITY			

	7/10/2019	\$ 100.64	Vision - Katy
Total for AGILITY CenterPoint		\$ 100.64	
	6/27/2019	\$ 24.84	Gas - Katy
Total for CenterPoint Colorado County Oil Co.		\$ 24.84	
	06/19/2019	1,430.14	Katy Station Fuel
Total for Colorado County Oil Co. Consolidated Communications		\$ 1,430.14	
	7/1/2019	\$ 314.03	Internet/Phones - Katy
Total for Consolidated Comm Coveler & Peeler, P.C.		\$ 314.03	
	07/01/2019	3,133.73	Professional services rendered in June 2019
Total for Coveler & Peeler, P.C. Daco Fire Equipment		\$ 3,133.73	
	06/21/2019	12,894.38	Waller Ladder Truck
Total for Daco Fire Equipment Delta Industrial		\$ 12,894.38	
	6/25/2019	\$ 100.00	CitroSqueeze - Katy
Edward Jones		\$ 100.00	
	06/30/2019	2,900.33	JUNE 2019 - KATY
Total for Edward Jones Emergency Reporting		\$ 2,900.33	
	06/17/2019	163.33	Emergency Reporting Software - Katy
Total for Emergency Reporting Gundersons Bookkeeping LLC		\$ 163.33	
	07/01/2019	3,000.00	Monthly Bookkeeping - July 2019
	7/1/2019	40.08	Copies June 2019
Total for Gundersons Bookkeeping LLC Metro Fire, Inc.		\$ 3,040.08	
	09/19/2018	503.00	Gloves & Polyhood - Monaville
	09/21/2018	4,449.93	Annual SCBA Function Test - katy
	10/1/2018	290.45	Helmet & Decal - Waller
Total for Metro Fire, Inc. Monaville VFD		\$ 5,243.38	
	07/01/2019	3,683.00	Reimbursement Commercial Insurance
	07/01/2019	4,575.84	Provider Payment - August 2019
	07/01/2019	6,219.00	Reimbursement - Heroes Concrete
Total for Monaville VFD Mt. Zion Community VF Assoc., Inc.		\$ 14,477.84	
	07/01/2019	2,025.00	Provider Payment - August 2019
Total for Mt. Zion Community VF Assoc., Inc. Municipal Emergency Services		\$ 2,025.00	
	06/19/2019	175.70	SCBA Repair - Tri-County
	06/25/2019	89.75	Hydrotest - Tri-County
Total for Municipal Emergency Services		\$ 265.45	

Northwest Communication Inc.

06/17/2019 18,626.80 Antennae & Patch hardware to Waller Sheriff's office dispatch

Total for Northwest Communication Inc. \$ 18,626.80

Pattison Area VFD, Inc.

07/01/2019 8,037.33 Provider Payment - August 2019

Total for Pattison Area VFD, Inc. \$ 8,037.33

Prairie View VF Association, Inc.

07/01/2019 4,458.33 Provider Payment - August 2019

Total for Prairie View VF Association, Inc. \$ 4,458.33

Prosperity CC

6/30/2019 \$ 4,646.66 District CC

Total for Prosperity CC \$ 4,646.66

Red The Uniform Tailor

05/31/2019 27.20 Serving Since Stamp letters & Name plate - Katy

06/04/2019 381.96 Boots, tie bar, belt, clip on tie - Katy
Long sleeve & short sleeve cotton uniform shirt - Katy

06/14/2019 158.20

6/20/2019 48.97 Serving Since Stamp letters & Name plate - Katy

6/20/2019 17.64 Serving Since Bar - Katy

6/25/2019 354.00 Boots - Katy

Total for Red The Uniform Tailor \$ 987.97

Republic Services

06/26/2019 223.20 ACCT#3-0853-0092650 - Katy

Total for Republic Services \$ 223.20

Rolling Hills VFD

07/01/2019 2,287.50 Reimb Hose/Ladder Testing 2019

07/01/2019 1,058.00 Reimb Rescue Tools Testing

07/01/2019 305.00 Reimb Hose/Ladder Testing - Cascade Bottles

07/01/2019 600.85 Reimb Hose/Ladder Testing

07/01/2019 4,742.50 Provider Payment - August 2019

Total for Rolling Hills VFD \$ 8,993.85

Siddons-Martin Emergency Services

05/24/2019 10,593.45 Pattison VFD - R-61

Total for Siddons-Martin Emergency Services \$ 10,593.45

Styers Concrete & Construction INC.

06/18/2019 22,878.40 Concrete work in front of bay door and fuel tanks - Katy

Total for Styers Concrete & Construction INC. \$ 22,878.40

Tri-County VFD

07/01/2019 7,859.58 Provider Payment - August 2019

Total for Tri-County VFD \$ 7,859.58

Waller County EMS, Inc.

07/01/2019 155,552.60 Provider Payment - August 2019
7/5/2019 2,353.92 WHESD First Responder Program & E-Dispatch

Total for Waller County EMS, Inc. \$157,906.52

Waller VFD, Inc.

	07/01/2019	<u>6,050.00</u>	Provider Payment - August 2019
Total for Waller VFD, Inc.		\$ 6,050.00	
Wendy D. Langford			
	05/13/2019	160.03	Electric Bill May - District Office
	07/01/2019	<u>1,300.00</u>	RENT - August 2019
Total for Wendy D. Langford		\$ 1,460.03	
TOTAL		\$299,728.57	

Wednesday, Jul 03, 2019 07:29:04 AM GMT-7

6. **To review and take action regarding adoption of the District's 2019 Investment Policy.** Adam Tabak stated that he jumped that gun last month and presented the Investment Policy too early. Adam stated he has the newest version and the only item that needs to be voted on is the amount of money on hand for emergency reserve. Right now the money on hand at all times is average 2 months operating costs. Adam left the amount for emergency reserve blank for the Board of Commissioners to decide. The default is 1 year, but you can vote any amount. *Mr. Tommy Albert* made a motion for 6 months on hand for emergency reserve and to adopt the amended 2019 Investment Policy. *Mr. Hollis Ulbricht* second the motion which passed 4 to 0. *Mr. Hollis Ulbricht* made a motion for *Mr. Tommy Albert* to be the Investment Officer. *Mr. Rick Dalton* second the motion, which passed 4 to 0.
7. **To review and approve payments for operations funding pursuant to emergency services provider agreements.** *Mr. Tommy Albert* made a motion to pay providers. *Mr. Hollis Ulbricht* second the motion, which passed 4 to 0. *Mr. Tommy Albert* mentioned the service providers budgets are due next month.
8. **To receive a report from the District Emergency Service Director on matters affecting the provision of emergency services within the District.** Barry Weinman stated the Waller's ladder truck is back with no resolution to the torque box. Barry stated the pagers are in, but he will not be handed out until he gets the names from the Fire Chiefs to tag to each serial number. Barry stated there will be 2 more High Water Vehicle Training on July 11th at Pattison and July 16th at Tri-County. Barry state the Harris County Fire Marshall still don't really know what the disturbance in the Gulf is going to do, so just be prepared. Barry stated there was no Chiefs Meeting.
9. **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 the ambulance has been sold and transferred to the bank. Kristin Gunderson stated that it sold for \$3,800. *No Action.*
10. **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.** Mr. Tommy Albert stated that there are items for training from Mr. Bourdeaux that were missed and he asked if there was already someone doing the EVOC training. Multiple departments stated they have their certifications and that Roy Mercer with VFIS does them for free and will be doing certifications at Rolling Hills soon. Mr. Tommy Albert asked Mr. Bourdeaux if it could wait instead of spending the

money. Mr. Tommy Albert stated that the question was for Bo Hashaw, but landing Life Flight use to be on the fire department not the ambulance. Mr. Tommy Albert asked why a patient was loaded into the ambulance and driven to Arlan's. Dwayne from Waller VFD stated that normally they would land it at the fire station on this side of town, but all their equipment was outside testing and there wasn't anywhere for it to land. Life Flight has certain locations programmed in their GPS system to land. Also, the EMS cannot bill a patient unless the ambulance and patient haven't traveled a certain distance. Kristin Gunderson stated that Waller VFD also has a training request for TEEEX training to reimburse for rooms, meals, and mileage. *No Action.*

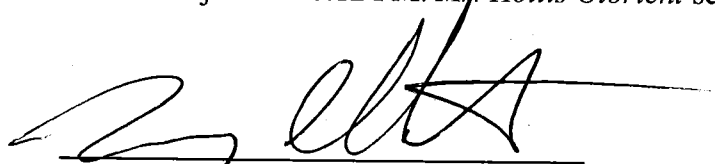
11. **To receive a report regarding the construction of the Mallard Crossing fire station.** Adam Tabak stated that he met with Martinez Architecture and Chris Gant and they are all on board. Adam stated that when Drymalla drew the plans they pulled all the permits but now the permits have aged. Ricardo with Martinez Architecture stated that he has been working with Harris County and because Drymalla was the original engineer Martinez had to go back to Drymalla and they are now working together with Harris County to get the permits.
12. **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.** *No Action*
13. **To review and act to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** *No Action*
14. **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.** *No Action*
15. **To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** *Executive Session.*
16. **To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.** Board left for executive session at 7:35 p.m. and returned from executive session at 8:02 p.m.
17. **To meet in closed Session pursuant to Government Code §551.074 to discuss personnel matters.**
18. **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 for Adam Tabak to negotiate the airport lease. *Mr. Hollis Ulbricht* second the motion, which passed 4 to 0.

10. Mr. Bourdeaux spoke of the training for PVFFA which is called JB Learning which is for FF1 & FF2. He is requesting for \$1486 which covers 11 people with 1 book and 11 access codes. The access codes are good for 1 year subscription and 1 per person. *Mr. Tommy Davis* asked how many people he has gotten to FF1 and where are they now. Mr. Bourdeaux stated these 11 people are acutally on the department roster. *Mr. Tommy Albert* made a motion to approve training. *Mr. Rick Dalton* second the motion which passed 4 to 0.

Mr. Tommy Davis mentioned an issue at Tri-County VFD and asked Ed Faterkowski to shed some light on the issue on what happened and what has been done about it. Fire Chief Ed Faterkowski stated the chalk issue was some people playing. They left it and the duty crew cleaned it off. Ed Faterkowski stated that he thought someone was trying to set someone up and the people it was about was the ones involved. Ed spoke to them and told them that if it ever happened again there would be a 30 day suspension. *Mr. Tommy Davis* commented that there are grown people acting like children at this department. *Mr. Tommy Davis* also stated that a month ago there was another situation with the same people that ended with a guy being terminated for a similar issue. *Mr. Tommy Davis* also stated that Ed needs to nip it in the bud now or they will take a vote to pull the contract and do something else. *Mr. Tommy Albert* stated that this same group has had issues at another department and now this one in a very short period of time that he don't think they listen when they are talked to and that has been proven. *Mr. Tommy Albert* also stated that Ed stated he has talked to them but if the smallest thing happens, he will vote with *Mr. Tommy Davis* to pull the contract and a letter will be sent giving them 60 days to get out. Ed Faterkowski stated that it will never happen again.

19. Adjournment. *Mr. Tommy Albert* made a motion to adjourn at 8:12 PM. *Mr. Hollis Ulbricht* seconded the motion, which passed 4 to 0.

A handwritten signature in black ink, appearing to read 'Tommy Albert', written over a horizontal line.

Tommy Albert, Secretary/Treasurer