

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, October 9, 2018 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 Darwin Hargrave, and Hollis Ulbricht; Legal Counsel: Mr. John Peeler 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: 7:11 p.m. by *Mr. Tommy Davis*. *Mr. Tommy Albert* led the pledge of allegiance and Chief Frank Jackson led the invocation.
- 2. To receive public comment, including vendors and service providers.** Rolling Hills VFD is hosting a Lifeflight Landing Class at their station on November 1 at 7:00 p.m. Anyone interested please reserve your spot Monday prior to the class. Rolling Hills VFD is also having their Annual Fundraiser on October 27 with a blood drive. Raffle tickets are \$20 ea.

Chief Richard Jackson stated Mt. Corinth Missionary Baptist Church in Hempstead is having their annual appreciation dinner for all First Responders on Sunday Oct. 14th at 11 a.m. Mayor of Hempstead is the guest speaker and would like everyone to come out and show their appreciation.

- 3. To review and act on approval of minutes of prior meetings.** *Mr. Tommy Davis* stated that he saw only one thing that needed corrected. *Mr. Tommy Albert* made a motion to accept the minutes for September with the corrections to be made. *Mr. Darwin Hargrave* seconded the motion, which passed 5 to 0.
- 4. To receive a report from the Waller County Fire Chief's Association.** No meeting was held.
- 5. To review and act on properties designated for tax sales by Waller County or Harris County, including action on deeds for same.** *No action.*
- 6. To address financial matters including report from the District Treasurer and bookkeeper, pay bills, investment policy and depository pledge agreements.** Kristin Gunderson read the financial report, which also included 1 training request from Katy Station 6. *Mr. Tommy Albert* made a motion to approve the District Bookkeepers financial report and pay the District bills. *Mr. Hollis Ulbricht* seconded the motion, which passed 5-0.

Prosperity – Operations # 1881	\$65,362.50
Prosperity – Tax/Public # 8700	\$41,43.28
FNB – Public Funds # 8084	\$4,336,479.04
Accounts Receivable	\$215,227.46
Total Revenue for September	\$36,550.77
Total Provider Payments	\$172,289.84
Total District Expenses	\$205,807.00

Waller-Harris ESD #200
Unpaid Bills
All Dates

	Date	Amount	Memo/Description
AFLAC			
	09/25/2018	593.52	Inv #750429
Total for AFLAC		\$ 593.52	
AGILITY - VISION/DENTAL			
	10/10/2018	\$ 139.52	Vision/Dental Insurance
Access Hose & Ladder Co., Inc.			
	09/05/2018	2,509.55	Inv#10297 PVFFA - Annual Hose & Ladder Testing
Total for Access Hose & Ladder Co., Inc.		\$ 2,509.55	
Blue Cross Blue Shield of TX			
	10/1/2018	\$ 9,545.44	Acct#216830
Total for Blue Cross Blue Shield of TX		\$ 9,545.44	
City of Brookshire			
	10/01/2018	1,375.00	Provider Payment - November 2018
Total for City of Brookshire		\$ 1,375.00	
CenterPoint Energy			
	10/26/2018	\$ 20.75	Gas Katy#6
Colorado County Oil Co.			
	09/26/2018	616.87	
Total for Colorado County Oil Co.		\$ 616.87	
Consolidated Communications			
	10/1/2018	\$ 312.62	ACCT#281-574-5606/0
Total for Consolidated Communications		\$ 312.62	
Coveler & Peeler, P.C.			
	10/02/2018	1,909.08	Professional services rendered in September 2018
Total for Coveler & Peeler, P.C.		\$ 1,909.08	
Edward Jones			
	10/01/2018	4,908.06	457(b) Match September Payroll
Total for Edward Jones		\$ 4,908.06	
Gary Ferguson			
	10/1/2018	\$ 7,000.00	ESD Functions 2018
Total for Gary Ferguson		\$ 7,000.00	
Gundersons Bookkeeping LLC			
	43382	89.52	Reimb for Copies, Filing Fee & mileage
	10/01/2018	3,000.00	Monthly Bookkeeping
Total for Gundersons Bookkeeping LLC		\$ 3,089.52	
Hollis Ulbricht			

	10/03/2018	<u>4,200.00</u>	Commissioner Meetings Nov 2017 - Oct 2018
Total for Hollis Ulbricht		\$ 4,200.00	
Katy Area Rescue School	10/7/2018	<u>\$ 1,125.00</u>	TEEX Vehicle Rescuer Level I & II
Total for Katy Are Rescue School		\$ 1,125.00	
Metro Fire, Inc.			
	09/17/2018	758.00	JSC-TEXAN GLOVE-L - Pattison
	09/18/2018	673.00	JSC-TEXANGLOVE-XXL - Katy Station
	09/18/2018	673.00	JSC-TEXANGLOVE-XXL
	09/24/2018	3,278.65	Helmets - Brookshire
	09/25/2018	1,272.00	Traditional Fiberglass Helmets & Leather Fronts
	09/25/2018	1,482.40	Helmets - Rolling Hills
	09/25/2018	2,033.15	Helmets - Tri-County
	09/26/2018	2,033.15	Helmets - Prairie View
	09/27/2018	3,171.25	Helmets - Waller
	10/02/2018	<u>1,161.80</u>	Helmets - Pattison
Total for Metro Fire, Inc.		\$ 16,536.40	
Monaville VFD			
	08/02/2018	7,599.99	Barry Fleet - Reimbursement -2007 Sterling Truck Acterra - Remanuf. Transmission - Per Barry Weinaman
	08/30/2018	803.87	MES - SCBA Flow Test Reimbursement
	09/11/2018	3,539.91	TEEX Municipal School Reimbursement - 7/22-7/30
	09/11/2018	741.85	TEEX Municipal School Reimbursement - 7/22-7/30 - Hotel
	10/01/2018	5,221.67	Provider Payment - November 2018
	9/23/2018	3,532.00	VFIS Reimbursement
	09/13/2018	<u>2,108.60</u>	Inv#10307 - Annual Hose & Ladder Testing
Total for Monaville VFD		\$ 23,547.89	
Mt. Zion Community VF Assoc., Inc.			
	10/01/2018	<u>2,025.00</u>	Provider Payment -November 2018
Total for Mt. Zion Community VF Assoc., Inc.		\$ 2,025.00	
Municipal Emergency Services			
	09/20/2018	<u>2,093.95</u>	Inv#1265404 - SCBA Flow Test - PVFFA
Total for Municipal Emergency Services		\$ 2,093.95	
Northwest Communication Inc.			
	09/18/2018	6,915.81	Waller VFD radios and lighting for the new Fire Truck
	09/18/2018	<u>1,025.00</u>	4100 mAh Lilon IS Battery for APX
Total for Northwest Communication Inc.		\$ 7,940.81	
Pattison Area VFD, Inc.			
	10/01/2018	<u>8,037.33</u>	Provider Payment - November 2018
Total for Pattison Area VFD, Inc.		\$ 8,037.33	
PPE Care			
	09/14/2018	420.00	INV#9142018D Gear Repair
	10/02/2018	409.00	Inv#1022018C - Cleaning, Inspection, Repair of Bunker Gear
	10/02/2018	247.00	Inv#1022018D - Cleaning, Inspection, & repairs of bunker gear

	10/03/2018	<u>92.50</u>	Inv#1032018E - Waller - Cleaning, Repair, Inspection of Gear
Total for PPE Care		\$ 1,168.50	
Prairie View VF Association, Inc.			
	10/01/2018	4,096.67	Provider Payment - November 2018
	09/12/2018	100.00	Reimb for Lawn Service on Lots
	10/03/2018	602.97	Swift Water Training - June 7-June 10, 2018 5 pp - Mileage & Meals
	10/03/2018	100.00	Lawn Service - Lot next to Fire Station
	10/03/2018	<u>2,733.51</u>	Swift Water Training - June 7-10 5 pp - Hotel & Training
Total for Prairie View VF Association, Inc.		\$ 7,633.15	
Red The Uniform Tailor			
	09/24/2018	39.99	
	09/24/2018	200.00	FT020 BLK 13M - Mens 9" Airpower XR1
	09/25/2018	140.97	Inv#10843229 - TRU-SPEC Teflon Coated Poly/Cot
	09/25/2018	236.91	Inv#10843195 - Uniforms EMS - Katy Station
	9/28/2018	234.94	Inv#010874789 - Bunker Gear
	9/28/2018	<u>376.93</u>	Inv#010874787 - Bunker Gear
Total for Red The Uniform Tailor		\$ 1,229.74	
Republic Services			
	09/26/2018	<u>179.14</u>	Trash Service Katy 6
Total for Republic Services		\$ 179.14	
Rolling Hills VFD			
	10/01/2018	4,742.50	Provider Payment - November 2018
	09/10/2018	65.10	Inv#1257820 - Hydrotest
	09/10/2018	<u>2,075.60</u>	Inv#1356 - Annual Hose & Ladder Testing
Total for Rolling Hills VFD		\$ 6,883.20	
Texas Commission on Fire Protection			
	09/21/2018	<u>675.00</u>	Certificates
Total for Texas Commission on Fire Protection		\$ 675.00	
Texas Facilities Commission			
	10/1/2018	<u>75.00</u>	Back Seat Cushion & Service Kit Vehicle
Total for Texas Facilities Commission		\$ 75.00	
The Hotline Press			
	09/30/2018	<u>424.00</u>	Ad for the Tax Notice of Public Hearings
Total for The Hotline Press		\$ 424.00	
The Waller Times			
	09/12/2018	<u>471.87</u>	3 x 10 Display Ad - Notice of Tax Revenue Increase
Total for The Waller Times		\$ 471.87	
Tri-County VFD			
	10/01/2018	6,466.67	Provider Payment - November 2018
	10/04/2018	2,967.00	Reimbursement Training
	10/04/2018	<u>1,135.56</u>	Swift Water - Meals/Mileage Reimbursement 8 pp
Total for Tri-County VFD		\$ 10,569.23	

Waller County EMS, Inc.

10/01/2018 135,000.00 Provider Payment - November 2018

Total for Waller County EMS, Inc.

\$ 135,000.00

Waller VFD, Inc.

09/04/2018 3,208.39 Inv#10295 - Annual Hose & Ladder Testing - Waller VFD

10/01/2018 5,325.00 Provider Payment - November 2018

10/1/2018 830.00 TX Mutual WC Insurance

Total for Waller VFD, Inc.

\$ 9,363.39

Watson Mechanical

10/03/2018 284.00 Station A/C repair

Total for Watson Mechanical

\$ 284.00

Wendy D. Langford

09/11/2018 207.94 ESD - September 2018 Electric Bill

11/1/2018 1,400.00 November Rent

Total for Wendy D. Langford

\$ 1,607.94

TOTAL

\$ 273,090.47

Thursday, Oct 04, 2018 02:55:00 PM GMT-7

7. **To review and take action to revise District 2019 budget.** *Tabled to Executive Session by Mr. Tommy Albert* due to personnel issues that will affect the budget.
8. **To review and act to pay operations funding pursuant to emergency services provider agreements.** *Mr. Tommy Albert* asked when the money needs to be paid for the Safe D Conference? *Kristin Gunderson* stated that it opens November 1st to start reserving. *Mr. Tommy Albert* stated that the conference is in Frisco, TX and the dates are February 7-9. *Mr. Tommy Albert* asked if there were 3 fire chiefs that have not been yet. Rolling Hills, Tri-County, and Monaville have not attended the Safe-D Conference yet. *Kristin Gunderson* asked them to please let her know by November 1st if they can attend so that the rooms can be booked. *Mr. Tommy Albert* made a motion to pay providers. *Mr. Darwin Hargrave* second the motion, which passed 5-0.
9. **To review and act to revise District budget or provider funding amounts.** *No Action.*
10. **To receive a report from the District Emergency Services Director on matters affecting the provision of emergency services within the District.** *Barry Weinman* handed out a flyer to all the chiefs about AT&T phone plan that allows First Responders to have priority on cell phone list. Only 1 phone per account. Price is \$40 a month and \$5 if you want a hot spot. Send *Joseph Nguyen* a request and he will get you the code and then you will need to go to a local AT&T store to finish activation. *Mr. Gary Ferguson* asked "What if you already have an AT&T account?" *Mr. Weinman* stated that it will switch over as soon as you activate your account. *Mr. Weinman* also stated that you will need a badge as proof that you are a first responder or a letter head from the department signed by the Fire Chief. EMT's are not included.

11. **To review and take action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** No Action
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.**
Executive Session – No Action. Mr. Tommy Davis stated that Mr. Peeler will be going through all of the contractual situations and get back with us ASAP.
13. **To review and act to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** PVVFFA is asking for \$7165 for their portable building for the new boat bought with a grant. Mark Schaffer said that it is a metal building from CRC, sitting on concrete slab and is anchored down. Mr. Tommy Albert made a motion to approve. Mr. Darwin Hargrave second the motion, which passed 5-0.
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.** *Executive Session – No Action*
15. **To review, discuss and take action for the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code.** No Action
16. **To review and take action on mutual aid agreements with other jurisdictions and service providers.** No Action
17. **To review and take action on communications matters, including contracting with vendors, and purchasing equipment/license/software.** No Action
18. **To meet in Executive Session pursuant to Government Code Sections 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.** *Executive Session*
19. **To meet in Closed Session pursuant to Government Code 551.072 to deliberate regarding real estate matters.** *No Action*
20. **To meet in Closed Session pursuant to Government Code 551.074 to discuss personnel matters.** Board left for executive session at 7:28 pm and returned from executive session at 8:21 pm.
7. **To review and take action to revise District 2019 budget.** Mr. Tommy Albert stated there will be changes to the budget for “Total Provider Fees” will change to \$2,307,983. Mr. Albert also stated the “Salaries for District 6” will be adjusted since they will not hire the extra person and will have 4 people per shift, so the left over money will go back into the district funds. Also starting January 1st there will be part-time paid fire fighters at Hempstead, Prairie View, and Brookshire fire stations. There will also be a District Chief Safety Officer to manage the 6 day crews. Mr. Tommy Albert made a motion. Mr. Gary Ferguson second the motion, which passed 5-0.
21. **Adjournment.** Mr. Hollis Ulbricht made a motion to adjourn at 8:26 PM. Mr. Darwin Hargrave seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer