

**MINUTES OF THE SEPTEMBER 17, 2024 MEETING OF THE  
HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100**

A Meeting was duly called of the Board of Commissioners of **HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100**, which was held, **September 17, 2024**, at the offices of the District's Communication Center, **21728 Beechnut, Richmond, Texas 77407**.

The District considered and acted upon the following matters:

The meeting was called to order at 6:20 p.m. by Dale Terry, Board President, who announced that a quorum was present. Those Commissioners present were: **DALE TERRY, STEVE FOWLER, MARY BLONDELL**, and **KEN ARRINGTON**. **JEFF JERNBERG** was unable to attend. Also, in attendance was **Rebecca Densmore**, Director of WestCom, **Brian Gazaway**, WestCom Operations Manager, **Dennis Maldonado**, District IT Director, Bianca Espinosa, with RIT HR, **Katie Norris** and **Aaron Espinoza** with RIT Financial, and **David Manley** of Coveler & Peeler, P.C., the District's legal counsel.

The Board proceeded to address the following:

**2. To receive public comment.**

None.

**3. To review and approve minutes for prior meetings.**

A motion was made by Ms. BLONDESS, seconded by Mr. ARRINGTON, to approve the prior meeting minutes for 8/8/2024, 8/12/2024, 8/13/2024 (regular and special), 8/22/2024, 9/3/2024 and 9/9/2024 and 9/12/2024. After discussion, the motion was passed by a vote of 4 to 0.

**4. To review, discuss and act on the Treasurer's Financial Report, payment of District operating bills, payment of budgeted capital expenses and payment of operations funding pursuant to the service agreement with the Department, audit, and to review, discuss and act on District Investments and any necessary banking authorizations and pledge agreements.**

Ms. Norris provided a report on the District's financials and presented the invoices to be paid. A Motion was made by Mr. FOWLER, seconded by Mr. ARRINGTON to approve the report and pay the bills as presented. After discussion, the motion was passed by a vote of 4 to 0.

**5. To review, discuss and act on acquisitions or needed repairs to the District's equipment, vehicles or apparatus.**

A Motion was made by Mr. ARRINGTON, seconded by Mr. TERRY to approve the purchase of three AEDs for the dispatch center facility. After discussion, the motion was passed by a vote of 4 to 0.

A Motion was made by Mr. **ARRINGTON**, seconded by Mr. **FOWLER** to approve the maintenance agreement and extended warranty for the generators in the amount of \$131,000 to be billed and paid annually. After discussion, the motion was passed by a vote of 4 to 0.

6. **To review, discuss and act on needed improvements or repairs to the District's stations or related facilities.**

No Action.

7. **To review, discuss and act on matters related to the operation of dispatch center.**

Ms. Densmore and Mr. Gazaway reviewed significant events related to the operations of the dispatch center. A Motion was made by Ms. **BLONDELL**, seconded by Mr. **FOWLER** to approve the operations report as presented. After discussion, the motion was passed by a vote of 4 to 0.

8. **To review, discuss and act on matters related to current and future construction projects.**

A Motion was made by Mr. **TERRY**, seconded by Mr. **ARRINGTON** to approve paying the City of Houston, the fee from associated for platting the Bellaire property, not to exceed \$6,000. After discussion, the motion was passed by a vote of 4 to 0.

A Motion was made by Mr. **FOWLER**, seconded by Mr. **ARRINGTON** to approve Pay App received from Axis for Station No. 2. After discussion, the motion was passed by a vote of 4 to 0.

9. **To review and act on matters related to District website, social media and public education.**

No Action.

10. **To review and discuss District policies and procedures related to District Owned vehicles.**

No action.

*The Board addressed items 11 through 13 and went into closed session at 7:33 p.m.*

11. **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.**

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

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

*The Board came out of closed session at 8:22 p.m.*

14. To take action on matters discussed in closed session.

No action.

15. Adjournment.

There being no further business brought before the Board, and no objection made to concluding the meeting, the meeting was adjourned at 8:22 p.m.

The foregoing minutes were passed and approved by the District Board of Commissioners on November 12, 2024.

**HARRIS-FORT BEND EMERGENCY SERVICES DISTRICT NO. 100**

By:

  
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**KEN ARRINGTON**  
Secretary of the Board