

HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO. 47

MINUTES OF REGULAR MEETING
May 20, 2021

The Board of Directors of Harris County Emergency Service District No. 47 (“the District”) met in regular session, open to the public, on the 20th day of May 2021 at 7:00 p.m. at the Westlake Fire Department, 19636 Saums Rd., Houston, TX 77084, a designated meeting place of the Board and via telephone conference due to the current COVID-19 pandemic. The Commissioners and members of the general public may participate in the meeting via Zoom video conference (using the video provisions of Section 551.127 of the Texas Government Code). The designated and primary method for participation is by telephone conference call pursuant to Chapter 551.125 of the Texas Government Code. The roll was called of the duly constituted members of the Board, to-wit:

Brian Havran	President
John P. Blanke	Vice-President
Gilberto Porras	Secretary and Records Retention Officer
Mitchell Copeland	Assistant Secretary and Assistant Treasurer
Mike Miller	Treasurer

Commissioner Havran, Commissioner Copeland, Commissioner Porras, and Commissioner Miller were present at the Fire Station. Commissioner Blanke was present via zoom. The meeting was recorded via zoom.

Also present at the fire station were Brian Desilets and Santos Acuna of Precision Utility, LLC, the District’s Bookkeeper (“Bookkeeper”); W.A. “Butch” Callegari, Jr. of Callegari Law Firm, PC, Attorney for the District (“Attorney”); Ryan Fortner of Sales Revenue, Inc.; Chief Mark Palmer of Westlake Fire Department, Fire Chief of the Department; Ginny Valls, Fire Department bookkeeper (“bookkeeper”); Dawn Visneau, Fire Department Board President; and Alberto Sayago, Fire Department Board Treasurer. Mr. Dale Terry from ESD 100 was also in attendance at the fire station.

Commissioner Havran called the meeting to order at 7:07p.m., and the following business was transacted.

Attorney Callegari confirmed that COVID emergency still exists and explained the protocol for electronic meetings and in person meetings.

There were no members from the public so public comment was deferred.

The approval of prior minutes was then given consideration. The approval of the minutes from the regular April meeting held on April 22, 2021 were discussed. Comm. Havran found a couple of minor items he would like to be corrected to make them a bit better. **After discussion, Comm. Porras made a motion to accept the minutes with wording corrected. Comm. Miller seconded the motion and the motion was unanimously accepted by the District.**

The review of the audits for the District and the Department were deferred. The District audit is not complete and the Department audit has not started.

The sales and use tax report was next for discussion. Mr. Fortner of Sales Revenue, Inc. presented the report to the District. The report was reviewed by the District. Mr. Fortner explained that a large percent of the funds collected are from ecommerce. The District has collected 7 million since they started collecting in 2016. **After review, Commissioner Copeland made a motion to accept the sales and use tax report. Comm. Porras seconded the motion and the motion was unanimously accepted by the District.**

Commissioner Havran then recognized Santos Acuna for consideration of the Bookkeeper's report for the month of April 2021. The report was emailed prior to the meeting. The report was reviewed and discussed by the commissioners. Comm. Havran stated Mr. Acuna did a great job getting the tanker purchased. **After review, Comm. Copeland's motion, seconded by Comm. Miller to approve the Bookkeeper's report, the District's Financial Report, the Investment Report and payment of the bills as presented, received unanimous consent of the Board.**

The District's investment options and broker authorizations were discussed. Mr. Desilets talked to several banks and found two interested and willing to come talk to the District. Interest rates will be a determining factor. Both Allegiance and Bank of the Ozarks are eager to work with the District. BBVA is getting away from public funds. Mr. Desilets will have both banks draw up a proposal for next month.

Commissioner Havran recognized Chief Mark Palmer for consideration of the Fire Department report for the month of April 2021. Chief Palmer presented copies of the written monthly report detailing the number of calls by category and the overall response times. The tanker is here and we should be getting an ISO rating of 2X. Comm. Havran thanked Chief Palmer on for the great job on ISO. The ambulances are in service with no complaints. Still have two in the shop waiting on parts but hope to have them back in a few days. We have hired 13 paid EMS personnel and it is working well. The station lighting is still being worked on. The electrician is working with Northwest Communications. Westlake hired a Labor Attorney to discuss overtime. She will contact Attorney Levin and Attorney Callegari to discuss. Comm. Havran asked if we need to replace the Medic vehicle. Chief Palmer stated that if the Kussmaul is the issue then no and the department is working to find the cause. If it is not the Kussmaul then we may need to. Mr. Sayago, the committee chair for hiring the next Fire Chief, reviewed the process for hiring the next Fire Chief. Background checks will be performed before the membership vote. Comm. Copeland stated he is available to serve on the committee. **Upon motion by Comm. Porras and seconded by Comm. Miller, the Board unanimously approved the Fire Department report.**

Mr. Dale Terry of ESD 100 discussed dispatch. Community Fire Department is working toward building a dispatch center. He presented the future West Comm. Dispatch center. The new facility will take some time to complete but they are prepared to be operational at another facility on September 1, 2021 for dispatch. Mr. Terry explained there would be no contribution for the first year for technology and they have it down to \$40 per run at this time. The West Comm. Facility will cost \$14M. There was discussion on how it would be run and how it would be different from the current dispatch situation with Comm. Center. Mr. Terry was not sure at this time what the agreements would entail. Comm. Copeland inquired about a partnership with ESD 100. They are open for investors. There was discussion and concerns regarding control and contracts. It will be on the agenda next month for further discussion.

Replacement of the cascade system at the Department was discussed. Chief Palmer presented a quote for \$14,747.63 for replacement of the current cascade system. The trade in for the old one is \$250 and payment for the new system would be due in 30 to 90 days. The quote says Westlake Fire Department but the department will have it changed to ESD 47. **Upon motion by Comm. Copeland and seconded by**

Comm. Porras, the Board unanimously approved the purchase of a new cascade system for the fire department.

Radios for the department were discussed. There is concern a new dispatch provider may not be able to utilize the radios the department currently has. Chief Palmer discussed the fee from the county for 800 MHz radios. Comm. Havran heard the Kenwood radios that the department currently has are spotty and not reliable if they get wet. The Motorola radios they are looking at will cost approximately \$340k. Motorola is a better radio and is dual band. There was much discussion on the radios and options for dispatch, the radio tower and radio prices. Comm. Havran will send the proposals to the commissioners. We will continue the discussion next month.

Both new ambulances are in service. Comm. Havran suggested the District put one old ambulance up for auction and keep the other one for now. After the District sees how the first one goes they can auction the other old ambulance later. **Upon motion by Comm. Miller and seconded by Comm. Copeland, the Board unanimously approved declaring one ambulance as excess and selling it at auction.**

The contract between ESD 47 and Westlake was discussed. There were just a few critical items to resolve. Procurement, funding, donations, geographical area and items belonging to the Department were discussed. Attorney Callegari will discuss items more with Attorney Levin. We will leave it on the agenda for next month.

Attorney Callegari had nothing further to add. Comm. Havran discussed items in Legislation. The next meeting will be held June 17, 2021.

Amending the budget was deferred.

THERE BEING NO FURTHER DISTRICT BUSINESS TO CONDUCT, Comm. Porras motioned for adjournment at 10:28 p.m. Comm. Copeland seconded the motion, which received the Board's unanimous consent.

Passed and approved (date)

Gilberto Porras, Secretary