

HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO. 47

MINUTES OF REGULAR MEETING

November 20, 2023

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 November 2023 at 8:00 p.m. at the Westlake Fire Department, 19636 Saums Rd., Houston, TX 77084, a designated meeting place of the Board. The roll was called of the duly constituted members of the Board, to-wit:

Mitch Copeland	President
John P. Blanke	Commissioner
Gilberto Porras	Vice President, Assist. Treasurer, Assist. Secretary, and Records Retention Officer
Brian Havran	Secretary and Public Information Officer
Mike Miller	Treasurer and Investment Officer

All Commissioners were present at the Fire Station.

Also present at the fire station were “Butch” Callegari, Jr. of Callegari Law Firm, PC, Attorney for the District (“Attorney”); Bob Branch, Assistant Fire Chief of Westlake Fire Department; Brian Desilets of Clarity Consulting Corp., bookkeeper for the District; and Ginny Valls, recording secretary for the District.

Commissioner Copeland called the meeting to order at 8:02 p.m., and the following business was transacted.

No members of the public were present so public comment was deferred.

Comm. Copeland discussed the minutes from the October regular meeting. Comm. Havran noted one correction noting State Representatives. **Comm. Miller made a motion to accept the October regular meeting minutes as corrected. Comm. Porras seconded the motion, and the motion was unanimously accepted by the District.**

Commissioner Copeland next discussed the bookkeepers’ report. Mr. Desilets presented the report for October 2023 to the District for their review. Comm Havran asked as to why there isn't any expenditures showing on the report for Firefighter Health Screening. It has been paid but was entered in the wrong category. Mr. Desilets will make the correction. **After review, Comm. Porras’ motion, seconded by Comm. Havran 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 sales and use tax collection were next for discussion. Mr. Fortner emailed the report to the District. The report from October 2023, was reviewed. Mr. Fortner is still looking into the businesses around the airport. Collections look steady. **After review, Comm. Miller’s motion, seconded by Comm. Porras, to approve the Sales Tax report received unanimous consent of the Board.**

Commissioner Copeland recognized Assistant Chief Bob Branch for consideration of the Fire Department report for the month of October 2023. Copies of the written monthly report were prepared detailing the number of calls by category and the overall response times. The commissioners reviewed the report. Assist. Chief Branch discussed the live burn over the weekend and stated it went well. Open House and Trunk or treat were well attended. The toy drive is going on until December 10, 2023. The retirement plan is on track. The annual awards Banquet will be on January 20, 2024 at Pine Forest Country Club. Attorney Callegari asked if Emergicon wrote off the open balance from EMS Billing. Ms. Valls is not sure but will ask. **After review, Comm. Havran's motion, seconded by Comm. Miller to approve the Fire Department's report as presented, received unanimous consent of the Board.**

Amending the District's budget was deferred.

Canvassing the election and property tax election results was next for consideration. The results were 1221 for and 1084 against, passing the property tax election. **Comm. Havran made a motion, seconded by Comm. Porras to adopt and order confirming property tax rate following voter approval during the November 7, 2023 election. The motion received the unanimous consent of the Board. Comm. Havran made a motion, seconded by Comm. Porras to adopt an order declaring candidates elected following the November 7, 2023 election. The motion received the unanimous consent of the Board.**

Executive session was deferred.

Attorney Callegari provided the commissioners and updated list of training hours. Safe-D will be February 22-24 in Irving, TX.

The next regular meeting will be December 21, 2023.

THERE BEING NO FURTHER DISTRICT BUSINESS TO CONDUCT, Comm. Miller motioned for adjournment at 8:32 p.m. Comm. Havran seconded the motion, which received the Board's unanimous consent.

Passed and approved (date)

Brian Havran, Secretary