

HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO. 47

MINUTES OF REGULAR MEETING
February 15, 2022

The Board of Directors of Harris County Emergency Service District No. 47 (“the District”) met in regular session, open to the public, on the 15th day of February 2022 at 7:00 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:

Brian Havran	President and Public Information Officer
John P. Blanke	Commissioner
Gilberto Porras	Secretary and Records Retention Officer
Mitchell Copeland	Assistant Secretary and Assistant Treasurer
Mike Miller	Treasurer and Investment Officer

Commissioner Havran, Commissioner Porras, Commissioner Miller, Commissioner Blanke and Commissioner Copeland were present at the Fire Station.

Also present at the fire station Brian Desilets of Clarity Group; Eric Garcia of Clarity Group; “Butch” Callegari, Jr. of Callegari Law Firm, PC, Attorney for the District (“Attorney”); Shannon Draper, Fire Chief of Westlake Fire Department; Mr. Fortner of Revenue Management Services and Ginny Valls, recording secretary for the District.

Commissioner Havran called the meeting to order at 7:18 p.m., and the following business was transacted.

There were no members of the community present, so the matter was deferred.

Comm. Havran discussed the minutes from the January meeting. After discussing and making minor changes **Comm. Copeland made a motion to accept the January 2022 minutes as corrected. Comm. Blanke seconded the motion, and the motion was unanimously accepted by the District**

The sales and use tax collection was next for discussion. Mr. Fortner stated the audit was complete. He will be comparing the information with what was received from the county. The report was reviewed noting that December was a blow out month. Internet sales still show to be a large number of sales. Attorney Callegari asked about the funds from the British International School. Mr. Fortner explained it is from the booster club and occurs a few times a year. **Upon motion by Comm. Porras and seconded by Comm. Blanke, the Board unanimously approved the sales and use tax report.**

Next for discussion Commissioner Havran then recognized Brian Desilets for consideration of the Bookkeeper’s report for the month of January 2022. The report was emailed prior to the meeting. The report was reviewed and discussed by the commissioners. Mr. Desilets will be looking to move funds to Texas Class. He will also add two more hours to his investment training. Clarity Corp is still in the process of getting access to all the accounts. Mr. Desilets stated that he has seen that February is a large collection month in other districts. **After review, Comm. Miller’s motion, seconded by Comm. Blanke 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.

Attorney Callegari stated the District should ratify the squad payoff from last month. **Upon motion by Comm. Porras and seconded by Comm. Blanke, the Board unanimously approved the payoff of the Squad from last month's meeting.**

Commissioner Havran recognized Chief Shannon Draper for consideration of the Fire Department report for the month of January 2022. Chief Draper presented copies of the written monthly report detailing the number of calls by category and the overall response times. Chief Draper stated the bay doors, locks and generator are being taken care of. The utility vehicle is in the shop and being repaired. We hope the radios are in service by next month. The crews gave out sleeping bags to some in the homeless community. **Upon motion by Comm. Copeland and seconded by Comm. Miller, the Board unanimously approved the Fire Department report.**

There was nothing new to report on the strategic plan. The committees are working on tasks. The pay scale will go into effect March 1, 2022. Capital items were discussed. Comm. Havran stated some funds could go to the increase in labor. Chief Draper will notify the District when more funds are needed. Chief Draper will update the District on staffing at the next meeting.

Attorney Callegari has not had the opportunity to reach out to Mr. Weiss regarding the training facility, but he will do so.

Amending the District budget was deferred at this time.

Attorney Callegari discussed Safe D. He updated the tenure of the commissioners and presented the report to the commissioners. He will add Comm. Miller to the list. The next meeting will be March 17, 2022.

THERE BEING NO FURTHER DISTRICT BUSINESS TO CONDUCT, Comm. Miller motioned for adjournment at 7:59 p.m. Comm. Porras seconded the motion, which received the Board's unanimous consent.

Passed and approved (date)

Gilberto Porras, Secretary