

# HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



17061 Rolling Creek  
Houston, TX 77090-2411  
281-444-8465  
FAX 281-444-8052  
www.hcesd28.com  
www.ponderosavfd.org



## HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28 MINUTES OF BOARD OF COMMISSIONERS MEETING

**October 21, 2019**

**Members in Attendance:**

Mike Jones, President  
Dan Dronberger, V. P.

Ken Koenig, Treasurer  
Michael Jenkins, Assistant  
Secretary Treasurer

**Others in Attendance:**

Fred Windisch, Fire Chief  
Dana Schmanski, Office Manager

**Members Excused:**

Shirley Jauma, Secretary

**Public:**

Ericka Smiley

### **CALL TO ORDER**

Mike Jones called to order the October 21, 2019, ESD#28 Board meeting starting at 5:02 p.m.

### **MINUTES**

Mike Jones asked if there were any additions or corrections to the minutes from the September 11, 2019 Special Meeting, September 16, 2019 Special Meeting, September 16, 2019 Regular Board Meeting, and September 23, 2019 Special Meeting.

Mike Jenkins made a motion to approve all minutes above as written. Ken Koenig seconded the motion with unanimous approval of the board.

## PUBLIC COMMENTS

Public present, no comment

## FINANCIAL REPORT

Ken Koenig reviewed report on sources and uses of cash for the month of September 2019 with the board.

Bank balances in our various accounts as of September 30, 2019:

Checking Account: We had a beginning balance of \$12,647.20 with deposits totaling \$665,863.26 (which includes an interest deposit of \$14.52); and checks and debits totaling \$667,704.46, for an ending balance of \$10,806.00.

Money Market Account: We started with a beginning balance of \$15,005.76, with an interest deposit of \$5.30, and checks and debits totaling \$5.76, for an ending balance of \$15,005.30.

Sales Tax Money Market Account: Beginning balance of \$250,238.71, with deposits totaling \$124,317.71 (which includes an interest deposit of \$229.52), and checks and debits totaling \$124,326.90, for an ending balance of \$250,229.52.

Texas CLASS Account: Beginning balance of \$4,400,644.44, with deposits totaling \$135,217.23 (which includes an interest deposit of \$7,696.77), and checks and debits totaling \$410,000.00, for an ending balance of \$4,125,861.67.

We have (2) bills to pay this month as follows:

|                       |            |   |
|-----------------------|------------|---|
| Coveler & Peeler P.C. | \$1,075.73 | September Legal Fees                              |
| Houston Chronicle     | \$5,718.13 | September 11th & 16 <sup>th</sup> , Legal Notices |

Dan Dronberger made a motion to accept the financials and checks written. Mike Jenkins seconded the motion with unanimous approval of the board.

### ESD Commissioner Compensation – December 2019

#### PVFA Draw – November and December 2019

FCW – we will have two draws, November and December. Annual draw amount will not change, simply a timing of bills due.

**ESD 2019 Budget**

Nothing to Report

**ESD 2020 Budget**

Nothing new to Report

**FIRE CHIEF REPORT**

**Fire Responses – 200 Responses in September**

**GTT Traffic Preemption Program**

Traffic signals – installing now on FM1960, we are waiting patiently for our trucks to have hardware installed. Friday TXDot decided all cabinets in our district must be replaced, our cost, approximately \$44,000.00. We all agreed we still have funds from Hurricane Harvey's insurance reimbursement to pay for unrealized TXDot decision.

PVFA 2019 Budget - without any additional expenses in October, November, or December, we will be \$110,000.00 under budget.

T-Pass Equipment - Our current model T-Pass system is outdated and no longer supported. The T-Pass 5 system upgrade is about \$40,000.00. We suggest spending \$20,000.00 from 2019 Budget and \$20,000.00 from 2020 Budget for replacement. Discussion held by the board.

The gutters were installed at Station 61, waiting on awning for second floor back door.

**Other Current and Long-Range Information Exchange**

**PVFA 2020 Budget**

FCW - Working on the 2020 Budget. We thank you for the additional funding, unfortunately, not enough. With the increase, we can hire three full time fire fighter positions, add two days a week to Station 62, and add an hour a day to Station 63.

The ideal situation - promote the three Captains to District Chiefs and move the District Chief position to a full time Captain position at Station 62. Currently the District Chief position is filled with volunteers on weeknights and weekends, but we do not always have coverage. When we put all those numbers together is creates about \$190,000.00 deficit.

Will continue to refine the 2020 budget, should be completed by end of November.

### **Schedule Joint Meeting in December for PVFA Budget Review**

FCW – we will have a joint meeting December 10, 2019, beginning at 5:30 pm. We will have dinner at 5:30 pm, followed by PVFA 2020 Budget presentation. Then the PVFA Board will have their regular scheduled meeting.

### **Replacement Ladder Truck**

We are still reviewing specifications. One of our members was at Pierce Manufacturing last week, still unsure if mid-mount or rear-mount ladder truck is suitable.

### **CCEMS 1603 Ash Meadow – Remodel**

CCEMS leases the building at 1603 Ash Meadow from Ponderosa Fire Department. They want to remodel adding a dormitory upstairs and downstairs. In process of hiring a contractor, more details to follow prior to start of remodel.

### **SCBA Fund Renewal**

FCW – The PVFA agreed to increase the SCBA fund by an additional \$5,000.00. CD renewal is at the end of this year. This will give us \$105,000.00 in the CD for future replacement of SCBA equipment. Replacement costs are about \$7,000.00 each, and we currently have 40 SCBA's.

Klein Fire Department had a surplus of air packs. They gave us 10 and Cypress Creek 20.

### **Insurance Renewal Employee Benefits**

DMS - We went out to bid for Health Insurance. The response from other carriers was unremarkable. Our current carrier renewal rate is 2%, we decided to renew with Blue Cross Blue Shield and stay with current broker. Additionally, increased the benefit period for short-term disability to six months, only a \$2.00 increase per month.

Worker Compensation - We requested bids for workers compensation insurance, but with our current carrier less dividends, Texas Mutual Insurance remains the best in premium.

**Report on the President's participation in the Emergency Response Leadership Coalition.**

Ken Koenig – discussion held concerning county resource abundance during Storm Imelda.

FCW – During Hurricane Harvey, we had zero interaction from the county. They have improved but still need work.

Ken Koenig – Texas State Agencies under the Sunset Code are reviewed periodically, and next year the TCFP is scheduled for review.

**Schedule upcoming meetings and consider agenda items**

Next Meeting: November 18, 2019

**Adjourn**

Dan Dronberger made a motion to adjourn at 5:42 PM. Ken Koenig seconded the motion with unanimous approval of the board.

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**Shirley Jauma, Secretary**