

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

December 21, 2020

Members in Attendance:

Mike Jenkins, President
Ken Koenig, Treasurer
Erika Smiley, Asst. Sec/Treasurer

Edson "Dan" Dronberger, V. P.
Shirley Jauma, Secretary

Others in Attendance:

Fred Windisch – Fire Chief
Dana Schmanski, Office Manager
Ira Coveler - Coveler & Peeler, P.C.

Public:

No Public

Call to order, roll call and establishment of a quorum

Mike Jenkins called to order the December 21, 2020, ESD#28 Board meeting starting at 5:00 p.m.

To receive public comment

No Public

To approve the Minutes of prior meeting(s).

Mike Jenkins asked if there were any additions or corrections to the minutes from the November 16, 2020 board meeting.

Shirley made a motion to accept the November 16, 2020 minutes with the below changes:

Last page of minutes; change name from Shirley Jauma to Ken Koenig seconded motion of adjournment.

Ken Koenig seconded the motion with unanimous approval of the board.

To receive a financial report from the District Treasurer and to pay District bills, including approval of commissioner fees.

Ken Koenig reviewed the report on sources and uses of cash for the month of November 2020.

Bank balances in our various accounts as of November 30, 2020:

Checking Account: Beginning balance of \$10,025.66, with deposits totaling \$374,574.88 (which includes an interest deposit of \$6.67); and checks and debits totaling \$374,240.38, for an ending balance of \$10,360.16.

Money Market Account: Beginning balance of \$15,004.43, with an interest deposit of \$.61, for an ending balance of \$15,005.04.

Sales Tax Money Market Account: Beginning balance of \$250,042.38, with an interest deposit of \$40.99, for an ending balance of \$250,083.37.

Texas CLASS Account: Beginning balance of \$4,448,556.83 with an interest deposit of \$531.59, a withdrawal of \$189,000.00, for an ending balance of \$4,260,088.42.

We have (7) bills to pay this month as follows:

Coveler & Peeler P.C.	\$809.38	November Legal Fees
Erika Smiley	\$40.00	Board Member Safe-D Training
Harris County Appraisal District	\$6,692.00	1 st Quarter Assessment
Mike Jenkins	\$40.00	Board Member Safe-D Training
Prime ITS	\$336.00	Office 360 Agreement
PVFA	\$400,000.00	PVFA December Draw
VFIS of Texas	\$2,178.00	Property & Casualty Insurance

To review and take action on the payment of operations funding pursuant to year 2020 budget and service agreement with the Ponderosa Volunteer Fire Department.

FCW – requesting approval of the December 2020 draw in the amount of \$400,000.00. Includes \$175,000.00 for January 1st, 2021, insurance payments, to be deducted from January 2021 Draw. Currently our projections show a \$100,000.00 less, we will have to pull from the Contingency account.

Shirley Jauma made a motion to approve the financials, checks written, November draw, and commissioner's compensation. Edson 'Dan' Dronberger seconded the motion with unanimous approval of the board.

To receive a report from the Ponderosa Volunteer Fire Department ("Department").

Fire Responses November 2020 – 186 Responses

Major Fires:

11/1 505 Cypress Station, 2 alarm fire caused from electrical failure; complex has a hip roof over a tar/gravel roof, that caused significant attack issues; one Spring firefighter with leg injury.

11/12 Trash on fire inside of a garbage truck; he dumped the load to save the truck

11/13 Fan 62 for large refrigerant leak inside an HEB store to The Woodlands Fire Department.

11/21 House fire in North Forest; electrical failure.

EMS calls are going down a bit, more trucks on the streets.

On track for the same number of runs as previous year.

Expenses coming:

Station 62 - ceiling and bays refloated, using epoxy type paint.

Station 62 - Security cameras and upgrade current door security. Now cloud based.

Eight new sets of Fire Gear ordered.

Training Tower Inspection, Passed inspection, good for 5 years.

Replacement of two laptops, current laptops obsolete for updates.

Station 62 and 63 – Replacement exercise equipment; to increase stamina in firefighters. Existing equipment purchased in 2003.

To receive an update on the installation and operation of traffic preemption system within the District.

FCW – moving into phase two, minimum cost for 2021 budget.

To review, discuss and take action regarding the purchase of capital equipment including apparatus.

Nothing new to report

To review, discuss and take action on the Service Agreement with the District and Department for the provision of fire protection and suppression services.
FCW & IC – moved to January agenda.

To review, discuss and take action regarding the District's contracts with Harris County Emergency Services District No. 11 and Cypress Creek EMS.
IC – ESD11 will become a direct provider. ESD11 fully funded CCEMS for the month and will allow CCEMS to run ambulances.

FCW – If CCEMS goes away, and ESD11 does not change the contract, we will not be able to respond with them legally. Our First Responders Certification is with CCEMS not ESD#11.

FCW - The building on the corner of Rolling Creek Drive and Ash Meadow Drive, CCEMS substation currently resides, is our building. The land is owned by the Maintenance Association. If CCEMS goes away, what do we do with the building? Discussion held by the board.

To review, discuss and take action on the purchase of a new ladder truck.

FCW – New Ladder Truck is now in Houston, TX, we should receive on December 28, 2020.

To review, discuss and take action on the upgrading the computer network system.

FCW – upgraded the server, purchased a new fire wall, replacement cost \$5,000.00.

To receive an update from the Department related to COVID-19.

One volunteer exposed over Thanksgiving; his mother tested positive. Discussion held by the board concerning CoVid-19 Vaccines.

To review, discuss and take action on the Radio System Modification.

Paid invoice today, now in the hands of CenterPoint and radio experts per agreement.

To review, discuss and take action on billing for fire alarms.

Discussion held by the board to adopt false alarm policy as presented.

Erika Smiley made a motion to adopt false alarm policy. Ken Koenig seconded the motion with unanimous approval of the board.

To review, discuss and take action on PVFA 2021 Budget

FCW – 2021 Budget still preliminary, awaiting 2021 insurance costs. Decision made not to hire three additional firefighters. Our Workers Compensation Insurance increased \$30,000.00; increase related to State presumptive cancer and mental wellness claims. Our firefighter salaries are on the low end, still in review. Within the next two to three weeks, we will present the 2021 Budget of \$3.85 million or less. Currently hiring to fill two vacant firefighter positions. Also increasing hours of staffing at Station 63.

Discussion held by the board.

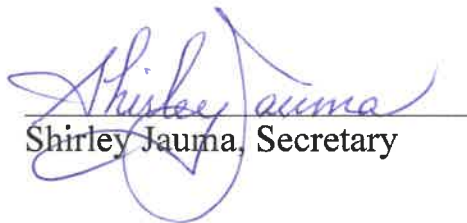
To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel.

No Closed Session

To set meeting date for January 18, 2021 and discuss future agenda items.

Adjournment

Edson “Dan” Dronberger made a motion to adjourn at 5:50 pm. Shirley Jauma seconded the motion with unanimous approval of the board.


Shirley Jauma, Secretary