

# HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

January 18, 2021

### 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 January 18, 2021, 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 December 8, and December 21, 2020 board meetings.

Shirley Jauma made a motion to accept the minutes as written. 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 December 2020.

Bank balances in our various accounts as of December 31, 2020:

Checking Account: Beginning balance of \$10,360.16, with deposits totaling \$565,104.69 (which includes an interest deposit of \$29.70); and checks and debits totaling \$408,754.86, for an ending balance of \$166,709.99.

Money Market Account: Beginning balance of \$15,005.04, with an interest deposit of \$.64, for an ending balance of \$15,005.68.

Sales Tax Money Market Account: Beginning balance of \$250,083.37, with an interest deposit of \$42.36, for an ending balance of \$250,125.73.

Texas CLASS Account: Beginning balance of \$4,260,088.42 with an interest deposit of \$504.32, for an ending balance of \$4,260,592.74.

We have (5) bills to pay this month as follows:

Coveler & Peeler P.C.	\$3,396.88	Legal Fees December 2020
Hart Intercivic, Inc.	\$125.00	Poll Pads Annual Software Fee
The Texas Network	\$1,020.00	Website Hosting ESD28
PVFA	\$650,000.00	January Draw 2021
Houston Chronicle	\$152.34	Annual Legal Notice "District Office Location"

**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 - January Draw is a big hit every year. All insurance premiums are due: Worker's Compensation, Property and Casualty, Auto Insurance for all Apparatus. In 2021, we have a \$30,000.00 increase over last year's premium for Workers Compensation Insurance. Also, in January \$163,000.00 to PNC for the three engines annual payment. Additionally, we used \$140,000.00 of the contingency fund.

Edson "Dan" Dronberger made a motion to approve the financials, checks written, and January draw. Shirley Jauma seconded the motion with unanimous approval of the board.

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

Fire Responses December – 193 Responses

**Major Fires:**

12/7 large diesel spill from 18-wheeler punctured tank; driver drove vehicle and fled the scene, Law Enforcement and Harris County Hazmat on scene; it ended up in Food Town loading dock.

12/10 Wells Fargo Apartment fire; balcony collapse with injured civilian transported. Unknown cause.

12/17 21717 Inverness Forest apartments; cooking, civilian transported smoke inhalation.

12/28 21717 Inverness Forest area apartment small fire; bathroom fan.

We hired two new firefighters, bringing us back to full status. Turns out they were both volunteers within department.

Today, we received \$3,500.00 from Cypresswood Estates, they are exempt from ad valorem taxes, was added to miscellaneous income.

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

We are in Phase Two, our cost will go up approximately \$3,000.00 per year.

**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 - We just met and worked out final details. Ira Coveler should have by the end of the week and we will sign at next meeting. Discussion by the board.

FCW- District adopts first and then the Association.

**To review, discuss and take action regarding the District's contracts with Harris County Emergency Services District No. 11 and Cypress Creek EMS.** IC – FCW and other chiefs met last week. Disaster scenario, everyone had ideas, but no plan. Following that meeting, we reached out to Cy-Fair for dispatching in the event CCEMS CommCenter goes away. Cy-Fair identified the information needed from us. The transition will be fully operational with no disruptions. Discussion held by the board.

**To review, discuss and take action on the purchase of a new ladder truck.** Nothing new to report.

**To receive an update from the Department related to COVID-19.** FCW – no current cases or exposures.

CoVid-19 Vaccines:

Eighteen members received 1<sup>st</sup> Covid-19 vaccine. Remaining members do not want vaccine. Currently, we pay our members while off duty for diagnosis or quarantine of CoVid-19. We would like to implement a new policy. Members unvaccinated; and diagnosed or quarantined with CoVid-19, will have time off deducted from their personal sick days and/or personal time off.

As of today, the state has not notified MCHD of when second vaccine will be delivered. Discussion held by the board.

Tomorrow a webinar available on “How to convince the Firefighters to get vaccine”.

**To review, discuss and take action on the Radio System Modification.** FCW - Radio contract currently with CenterPoint.

**To review, discuss and take action on PVFA 2021 Budget**

FCW – received insurance premiums for 2021. SCBA fund; we added \$25,000.00 from 2020 Budget, and \$35,000.00 from 2021 Budget. Both will be deposited day after January 18, 2021 renewal date.

Ken Koenig made a motion to approve the 2021 Budget with the above changes. Shirley Jauma seconded the motion with unanimous approval of the board.

**To review, discuss and take action to continue Evergreen Contract with McCall, Gibson, Swedlund, Barfoot PLLC.**

Erika Smiley made a motion to continue our Evergreen Contract with McCall, Gibson, Swedlund, Barfoot PLLC. Ken Koenig seconded the motion with unanimous approval of the board.

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

**Closed Session Begins 5:56 p.m.**

Discussion held by the board concerning ESD#11 and CCEMS situation. No decision or motions made.

**Closed Session ends 6:25 p.m.**

**To set meeting date for February 15, 2021 and discuss future agenda items.**  
Add agenda item for ESD#28 lettering added to all apparatus.

### **Adjournment**

Edson "Dan" Dronberger made a motion to adjourn at 6:26 pm. Ken Koenig seconded the motion with unanimous approval of the board.

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Shirley Jauma, Secretary