

# HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

September 20, 2021

### Members in Attendance:

Mike Jenkins, President  
Ken Koenig, Treasurer

Dan Dronberger, V. P.  
Erika Smiley, Asst. Sec/Treasurer

### Others in Attendance:

Dana Schmanski, Office Manager  
Ira Coveler, Attorney

### Public:

No Public

### Excused Members:

Shirley Jauma, Secretary  
Fred Windisch, Fire Chief

### **Call to order, roll call and establishment of a quorum**

Mike Jenkins called to order the September 20, 2021, ESD#28 Board meeting starting at 5:00 p.m.

### **To receive public comment**

No public

### **To approve the Minutes of prior meeting**

Mike Jenkins asked if there were any additions or corrections to the minutes from the August 16, 2021, Special Meeting, August 16, 2021, Regular Meeting and September 7, 2021, Special Meeting.

Dan Dronberger made a motion to accept August 16, 2021, special and regular meeting minutes and September 7, 2021, special meeting 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 Profit and Loss Budget Performance with Percentages for the month of August 2021.

Bank balances in our various accounts as of August 31, 2021:

Checking Account: Beginning balance of \$6,262.81, with deposits totaling \$260,365.00 (which includes an interest deposit of \$28.16); and checks and debits totaling \$18,896.75 for an ending balance of \$247,731.06.

Money Market Account: Beginning balance of \$15,010.06, with an interest deposit of \$.64, for an ending balance of \$15,010.70.

Sales Tax Money Market Account: Beginning balance of \$250,273.10, with an interest deposit of \$21.26, for an ending balance of \$250,294.36.

Texas CLASS Account: Beginning balance of \$4,827,984.78, with an interest deposit of \$207.42, for an ending balance of \$4,828,192.20.

We have (4) bills to pay this month as follows:

Coveler & Peeler P.C.	\$2,367.11	Legal Fees August 2021
Erika Smiley	\$682.65	Safe-D Reimbursement for Mileage and Hotel
PVFA	\$610,000.00	September Draw
Texas Emergency Communications Center	\$38,142.00	Operational Costs September – December 2021

**To review and take action on the payment of operations funding pursuant to year 2021 budget and service agreement with the Ponderosa Volunteer Fire Department**

DMS – September draw included in the board package, request the draw not to exceed \$610,000.00.

Dan Dronberger made a motion to approve the financials, checks written, September draw and commissioner's compensation. Erika Smiley seconded the motion with unanimous approval of the board.

**To receive a report from the Ponderosa Fire Department (“Department”)**

Fire Responses August 2021 – 315 Responses

**Major Fires:**

08/01 Small kitchen fire in apartment on North Vista – very minor burn to civilian.

08/09 Small kitchen fire in apartment at 505 Cypress Station.

08/12 Criminals hit parked 18-wheeler with bulldozer on it, near Flying J; extrication of one patient; they were in a police pursuit; many stolen catalytic converters in the vehicle.

08/17 Dental building at Nanes and FM1960 caused by lighting, total loss.

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

DMS - Nothing new to report

**To review, discuss and take action regarding the District's contracts with Harris County Emergency Services District No. 11 and Cypress Creek EMS IC** – the switch from CCEMS to TECC occurred on September 1, 2021. Mike Jenkins was at the TECC office during the transfer, everything was seamless. ESD11 will contact TECC if we need to respond to an incident. We no longer have the visibility or detail of all calls as in the past, because ESD11 is using a different communication system. CCEMS is now an ambulance transfer service. Discussion held by the board.

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

DMS - nothing new to report.

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

IC – CenterPoint Energy indicated construction to begin soon.

**To review, discuss and take action regarding adding District information to the trucks and apparatus owned by the district.**

DMS – nothing new to report

**To review, discuss and take action regarding building at 1603 Ash Meadow Drive.**

DMS – nothing new to report.

**To review, discuss and take action related to the Victims Crime Unit.**

Dan Dronberger made a motion to approve the Victims Crime Unit agreement.

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

Agreement signed by Mike Jenkins September 27, 2021.

**To review and discuss Cypress Creek Stop the Flood Organization.**

MJ – we attended the meeting, current member of Flood Organization board requested us to contact all the ESD's concerning the Flood Organization.

Unfortunately, we are unavailable for the task. 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 October 18, 2021, regular meeting, and agenda items.**

**Adjournment**

Dan Dronberger made a motion to adjourn at 5:29 PM. Ken Koenig seconded the motion with unanimous approval of the board.

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Shirley Jauma, Secretary