

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT No. 28 MINUTES OF BOARD OF COMMISSIONERS MEETING

June 20, 2022

Members in Attendance:

Mike Jenkins, President
Ken Koenig, Treasurer

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

Others in Attendance:

Fred Windisch, Fire Chief
Dana Schmanski, Office Manager

Members Excused:

Shirley Jauma, Secretary

Public:

No Public

Call to order, roll call and establishment of a quorum.

Mike Jenkins called to order the June 20, 2022, ESD No. 28 Board meeting starting at 5:00 p.m., with a quorum.

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 May 16, 2022, meeting minutes.

Dan Dronberger made a motion to accept the May 16, 2022, regular 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 May 2022.

Bank balances in our various accounts as of May 31, 2022:

Checking Account: Beginning balance of \$46,614.48., with deposits totaling \$302,166.10 (which includes an interest deposit of \$38.56); and checks and debits totaling \$17,583.20 for an ending balance of \$331,197.38.

Money Market Account: Beginning balance of \$14,654.86, with an interest deposit of \$.62; for an ending balance of \$14,655.48.

Sales Tax Money Market Account: Beginning balance of \$250,103.16, with an interest deposit of \$21.24 for an ending balance of \$250,124.40

Texas CLASS Account: Beginning balance of \$6,387,188.08, with deposits totaling \$ 309,411.58 (which includes an interest deposit of \$4,411.58), for an ending balance of \$6,696,599.66.

We have (3) bills to pay this month as follows:

Coveler & Peeler	\$1,038.70	May Legal Fees
Harris County Appraisal District	\$7,266.00	3 rd Quarter Assessment
PVFA	\$627,804.96	June Draw and Safe-D Reimbursement

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

To review and take action on the payment of operations funding pursuant to year 2022 budget and service agreement with the Ponderosa Volunteer Fire Department.

Draw – June 2022

FCW – handout given to the board for June Draw not to exceed \$625,000.00.

Dan Dronberger made a motion to approve the June Draw not to exceed \$625,000.00. Ericka Smiley seconded the motion with unanimous approval of the board.

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

Fire Responses May 2022 – 247 Responses

Major Fires:

Reports to follow learning curve for new software.

Nanes south of FM1960 - woods fire, on scene 4 hours, engine and ladder shut their motors down while waiting on scene, our members understand we are trying to cut down on consumption.

Cyber Insurance

As discussed last meeting and after reviewing other insurance companies, we are moving forward with VFIS for Cyber Insurance Protection. This will include ESD No. 28.

Hiring

We have hired four firefighters. Three will start Monday and the final will finish EMT school August 12, 2022. The budget provides for twenty-seven firefighters, this will give us twenty-eight to cover the firefighter position still out with workers compensation. He will return to work on light duty forty hours a week.

False Alarms

KK – how are false alarms coming? FCW – they are reduced, our parttime employee is making progress.

Duty Crew double time hourly rate for specific holidays

On holidays we will pay part time duty crew double time pay if they work 24 hours at a minimum on a holiday. Additionally, we will also pay double time to our full-time firefighters who fill duty crew positions on the holidays. This should improve filling of positions on holidays.

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

FCW – final inspection scheduled for August 15, 2022, at Pierce Manufacturing.

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

FCW – all parts received, should be completed soon.

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

FCW – Onsite Decals came with a color wheel to match exact colors as the fire department decals. Should be delivered soon.

To review, discuss and take action to remodel Station 63 dorms to accommodate personnel.

FCW – Ira will place a newspaper listing for “construction manager at risk” next week for Station 63 remodel.

To review, discuss and take action on firefighter salary review.

FCW - the PVFA board approved salary increase, we are ready to launch. Our goal is to be competitive.

To administer oath(s) to newly elected/re-elected and/or appointed District commissioners.

FCW – no new board members.

To elect District officers.

Discussion held by the board.

Erika Smiley made a motion for district officers to remain in the district positions as listed: Mike Jenkins – President, Dan Dronberger – Vice President, Ken Koenig – Treasurer, Shirley Jauma - Secretary, and Erika Smiley – Assistant Secretary Treasurer. Ken Koenig seconded the motion with unanimous approval of the board.

To review and discuss proposal TECC made to purchase communications center from CCEMS.

MJ – the Cypress Creek EMS property went on the market through their trustee. TECC offered 6 million dollars, and the only other entity making an offer is City Ambulance. If we receive the property, we will require a 60 day look to make sure

everything is okay with HVAC, plumbing and electrical. Structurally we believe the building is rock solid. Discussion held by the board.

To review, discuss and take action on board members attending VCOS Symposium in the Sun, November 10-13, 2022.

Discussion held by the board. The following board members to attend VCOS:

Shirley Jauma

Erika Smiley

Mike Jenkins

MJ – all in favor of board members attending VCOS.

Ken Koenig made a motion to send the above members to VCOS symposium.

Erika Smiley 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.

No closed session.

To set meeting date for July 18, 2022, regular meeting.

Adjournment.

Erika Smiley made a motion to adjourn at 5:38 PM. Ken Koenig seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary