

MINUTES OF JUNE 11, 2024 MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 46

A public meeting was duly called by the Board of Commissioners of **Harris County Emergency Services District No. 46** on June 11, 2024 at the Atascocita Fire Department, Headquarters Building, located at **18425 Timber Forest Drive, Humble, Texas 77346**

The Meeting was called to order at 7:00 p.m., by **TOM TRUVER**, Board President, and Chairman of the meeting. Other Commissioners present include **BUDDY RICE, RON CLARKE, JOHN BOLLUM** and **JAMES CONE**. Chief of the Department Mike Mulligan, Assistant Chief of Operations Terry Wygal, Director of ITC & Operations Support Mike Wassell, Director of Human Resources and Finance Mary Anne Sokol, Ira Coveler and Melissa Wiggins of Coveler & Peeler, P.C., District legal counsel, Ricardo Martinez of Martinez Architects, and other members of the Fire Department and public were also present.

The Board first opened the floor to receive public comment. At this time, Chief Mulligan introduced three (3) members of the Northeast Hospital Authority who had come to commemorate a grant from that organization to the District, which was used to cover the cost of the Shop 470 remount ambulance. The Board thanked the visitors for their contributions to the District.

Next, Mr. Coveler administered Oaths of office to re-elected Commissioners **BOLLUM** and **CLARKE**.

The Board then took action to elect Board Officers. After review, Commissioner **CLARKE** made a Motion, seconded by Commissioner **RICE**, to maintain the current Commissioner Officer positions as follows:

TOM TRUVER	President
JOHN BOLLUM	Treasurer
BUDDY RICE	Vice-President
RON CLARKE	Secretary
JAMES CONE	Assistant. Treasurer/Secretary

Thereafter, President **TRUVER** called for a vote, and the Motion passed by a vote of 5 to 0.

The Board then received a report related to the Station 29 construction project from Martinez Architects. Mr. Martinez informed the Board that payments for subcontractors to this point had been properly addressed, and efforts with them were ongoing to coordinate schedules for subcontractors related to the project. Mr. Coveler added that checks to those subcontractors

would be delivered tomorrow, after which time any necessary change orders would be presented to the Board for approval.

He also noted that building insurance was covered, along with the additional builder's risk coverage, and that MACO would arrange to begin the project shortly. When asked, Mr. Coveler advised that the Board could approve any additional scope to the project related to the updated GMP so as not to cause further delay to the project. After review, Commissioner **BOLLOM** made a Motion, seconded by Commissioner **CONE**, to approve the report, and the additional scope of items for MACO related to the St. 29 project GMP. Thereafter, President **TRUVER** called for a vote, and the Motion passed by a vote of 5 to 0.

The Board next received an update regarding construction of the District's maintenance facility from Mr. Martinez who advised that inclement weather had delayed progress, and no further updates were available regarding this project. No action was taken by the Board.

The Board then addressed the District's sales tax report from ESD Tax Management Services. President Truver advised that the June allocation had not yet posted as of the date of this meeting, but that the top nine (9) taxpayers in May posted allocations of \$8,000, representing a total increase of \$54,569.47 compared to the same period in 2023. After review, Commissioner **BOLLOM** made a Motion, seconded by Commissioner **CLARKE**, to approve the report as provided. Thereafter, President **TRUVER** called for a vote, and the Motion passed by a vote of 5 to 0.

The Board next received the District financial report from Ms. Mary Anne Sokol who stated the cash balance as of May 31st totaled \$16,762,051.76. Almost eighty percent (80%) of the annual revenue had been collected, and no issues were noted regarding the District's budget. Ms. Sokol then requested approval for payment of two (2) loan wire transfers to Sutphen in the amount of \$12,164.56 and to Trustmark in the amount of \$105,434.36. She then presented a submittal from Commissioner **BOLLOM** for ten (10) meetings in the amount of \$1,500. After review, Commissioner **CLARKE** made a Motion, seconded by Commissioner **CONE**, to approve the District's wire transfers as presented, and to approve payment of the bills and Commissioner submittals as presented. Thereafter, President **TRUVER** called for a vote, and the Motion passed by a vote of 5 to 0.

The Board then discussed the May 14th meeting Minutes. After review, Commissioner **BOLLOM** made a Motion, seconded by Commissioner **RICE**, to approve the minutes as

presented. Thereafter, President **TRUVER** called for a vote, and the Motion passed by a vote of 5 to 0.

Next, the Board addressed Department reports which were provided prior to the meeting. Chief Mulligan advised that the Department was closely monitoring call volumes related to EMS calls in and out of the territory. He also stated a purchase request for a new ambulance would be presented soon, but that the related cost was not currently included in the budget. Commissioner **RICE** registered his frustration for the continued high call volume of EMS runs to the City of Houston (“COH”), but was told by Chief Mulligan that the District’s agreement with COH had been modified to lessen that impact. Regardless of the agreement terms, however, the District would still be required by law to respond to mutual aid calls.

Chief Mulligan explained that four (4) ambulance units were currently fully staffed, though additional units could run if additional crews were hired to do so. When asked, he advised that adding units would not necessarily increase mutual aid call responses, as the metrics for such responses depended on several variables. Changes to the current agreement with COH had been implemented previously, but were slow to take effect. Commissioner **RICE** stated a preference for an average of up to ten (10) calls to COH being made under the agreement, understanding that special circumstances would increase that number occasionally, but that continuing to run an average of forty (40) calls on a monthly basis was unacceptable. Chief Mulligan advised if the run totals did not decrease in the next month, he would address the issue again with his counterpart at COH.

There being no further discussion, Commissioner **RICE** made a Motion, seconded by Commissioner **CLARKE**, to approve the report as presented. Thereafter, President **TRUVER** called for a vote, and the Motion passed by a vote of 5 to 0.

The Board then reviewed thirty (30) day advance request(s) from the Department, though none were forthcoming, and no action was taken.

Next, the Board discussed the District’s Radio Consortium Interlocal Agreement. Chief Mulligan advised that the Agreement had previously been approved as a Capital item, and would allow the District to participate in a linking system with Eastex, Little York, Aldine, and Northeast Fire Departments. The agreement was being presented for Board approval, pending legal modifications. Mr. Coveler noted that the only recurring cost from this agreement would be approximately \$9,000 annually for fiber maintenance, and an initial cost of around \$100,000. Chief Mulligan then explained six (6) other Departments would join with the District to use a

simulcast link with radio systems, so they could all work together. “We’ll have better connectivity together, and better coverage across this side of the county – we don’t have to switch frequencies and patch in other radios.”

Commissioner **CONE** then explained that, rather than using repeaters and patching in outside Department radios, this system would interlink the Departments to make communication easier. After discussion, Commissioner **CONE** made a Motion, seconded by Commissioner **BOLLOM**, to approve the agreement as presented. Thereafter, President **TRUVER** called for a vote, and the Motion passed by a vote of 5 to 0.

The Board next discussed the sale or disposal of obsolete surplus and/or salvage property belonging to the District. Chief Mulligan stated no new items would be presented at this time, but noted that of the twenty-three (23) items approved for disposal last month, twenty-one (21) had been sold, and the remaining items would be trashed or donated if possible.

The Board took no action regarding repairs to District property.

The Board did not meet in Closed Session to consult with legal counsel, discuss sales tax matters, discuss personnel matters, or deliberate real estate matters.

The Board then discussed schedules and items for discussion at upcoming meetings. The next regular District meeting was set for July 15, 2024, and President **TRUVER** requested an item be added regarding changing the day and time for future meetings.

No announcements were given by the Board of Commissioners or the Department staff.

There being no further business brought before the Board, Mr. **CLARKE** made a Motion, seconded by Mr. **BOLLOM**, to adjourn the meeting at 7:37 p.m. Thereafter, President **TRUVER** called for a vote and the Motion passed by a vote of 5 to 0.

The foregoing minutes were approved and passed by the Board of Commissioners on July 15, 2024.

By:



RON CLARKE
Board Secretary