

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #4

HUFFMAN, TEXAS 77336

Minutes of June 8, 2020

Those commissioners present when the meeting commenced were Ken Gregory, Leslie Deen, Ray Jones, Christy Graves and Shareen Redus, constituting a quorum. Others in attendance were District Bookkeeper Adam Charanza of Municipal Accounts & Consulting, LLP; District Counsel Adam Tabak of Coveler & Peeler, P.C; Tyler, Shirley, Chief; Richard Hancock, Assistant Fire Chief and EMS Director Kacey Sammons.

The District considered and acted upon the following matters:

1. Ray Jones called meeting to order at 6:06 pm.
2. Oath of office for Ken Gregory and Ray Jones was read.
3. Motion by Shareen Redus, second by Leslie Deen, to leave the officers as present. Motion passed unanimously.
4. Quorum established by President Ray Jones.
5. No public comment.
6. Shareen Redus made a motion, seconded by Ken Gregory, to approve minutes of prior meeting. Motion was approved by a vote of 5-0.
7. Christy Graves gave report on FEMA grant and FEMA agent has approved that the Admin building is not involved in the grant. She will need to go through the files to obtain a few documents and asked that either Leslie Deen or Shareen Redus assist her since we have gone through the files. The jet skis purchased were reimbursed by FEMA and the time period has passed so they can now be sold. No action needed.
8. Adam Charanza presented the District's financial report and advised that the figures in the report reconcile to the bank statements. Motion by Shareen Redus, second by Ray Jones, to accept the Bookkeeper's Report. Motion was approved by a vote of 5-0.
9. Motion by Shareen Redus, seconded by Ken Gregory, to pay the District's bills. Motion was approved by a vote of 5-0.
10. Kacey Sammons presented the Huffman EMS operations report. Motion by Shareen Redus, second by Ken Gregory to accept EMS Report. Motion was approved by a vote of 5-0.
11. Tyler Shirley presented the Huffman Fire Report. Motion by Leslie Deen, second by Ken Gregory to transfer \$86,396.00 to the ESD account. ESD board advised Kacey Sammons and Tyler Shirley to work together to come up with a cohesive patch for Huffman Fire & EMS.
12. No action needed on COVID-19 related matters.
13. No action needed on CARES Act.
14. No action needed on District personnel training.
15. No action needed for vehicle, equipment, or apparatus.
16. Motion by Ken Gregory, second by Shareen Redus to authorize expenditure for an amount not to exceed \$3000 to repair the brush truck.
17. No action needed for safety & security to the District's property.

18. Motion Ken, second by Ray to authorize the sale of the two Jet Skis for a minimum of \$8500 for both as salvage. Motion passed 5 to 0.
19. Go into closed session to discuss personnel matters. Out of closed session at 8:07 pm.
20. No action needed.
21. No action needed.
22. Ken Gregory made motion to adjourn at 8:09 pm, second by Shareen Redus, with motion approved unanimously.



Leslie Deen, ESD Secretary