

**MINUTES OF THE AUGUST 25, 2022, MEETING OF  
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8**

A Meeting was duly called of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8**, which was held on August 25, 2022, at the District's facility located at 29530 Quinn Rd., Tomball, Texas 77375.

The Meeting was called to order at 6:00 p.m. by **MARCIA MOORE-SWINEHEART**, Board President. Those Commissioners present when the meeting commenced were **MARCIA MOORE-SWINEHEART, JOHN DILLON, DAVID PACE** and **DAVID KIBLER**. **SCOTT HALLMARK** was unable to attend. Also in attendance was Executive Director Brian Bayani and members of his staff, Randy Parr with RIT Financial, and District legal counsel David Manley of Coveler & Peeler, P.C. A quorum being present and established, the meeting proceeded as scheduled.

The Board next addressed item 4 and opened the floor to public comment. None was received.

The Board next addressed item 5, to approve minutes for the prior meetings. No Action taken.

The Board then addressed item 6, to pay district bills and receive and approve the District's financial report, including the financial condition of the District and the District's investments. Randy Parr presented the report prepared by RIT Financial. Commissioner **KIBLER** made a Motion, seconded by Commissioner **PACE**, to approve the report as presented. By a vote of 4 to 0, the Motion carried. For additional and more detailed information, see the report on file created and submitted by RIT Financial.

The Board then addressed item 7, to receive a report from the Executive Director. Chief Bayani provided a summary of the Department's activity. Commissioner **DILLON** made a Motion, seconded by Commissioner **PACE**, to accept the report as presented. By a vote of 4 - 0, the Motion carried.

The Board then addressed item 8, to review, discuss and act on adjustments to the District's insurance policies. No action was taken.

The Board then addressed item 9, to review and act on acquisition of apparatus, equipment, tools, technology and supplies. Chief Bayani informed the Board that the District currently has three ambulances on order from Siddons Martin Emergency Group. The District was originally to take delivery of one of the new ambulances in January 2022, and a second ambulance in July 2022. Both vehicles were pushed back to November 2022. The manufacture has recently pushed back

the delivery date of these ambulances to July 2023, with the third to be delivered in 2024. A Motion was made by Commissioner **KIBLER**, seconded by Commissioner **DILLON** to cancel the order for the first ambulance on order with Siddons Martin, and purchase one from Frazer that is available for delivery in January for \$266,251. Motion carried by a vote of 4 -0.

A Motion was made by Commissioner **DILLON**, seconded by Commissioner **KIBLER** to maintain the current replacement schedule as presented (option 1); purchase two Lucas CPR devices; one power lead, one stair chair and four PowerPro stretchers. After review and discussion, the Motion passed by a vote of 4 – 0.

A Motion was made by Commissioner **DILLON**, seconded by Commissioner **KIBLER** to authorize the Agreement with Northwest Amateur Radio Society to utilize space on the District’s radio tower. After review and discussion, the Motion passed by a vote of 4 – 0.

No action was taken on items 11 through 13.

The Board next addressed item 14, to review, discuss and act on the Student Affiliation Agreement with St. Luke’s Vintage. A Motion was made by Commissioner **KIBLER**, seconded by Commissioner **DILLON** to approve the agreement. After review and discussion, the Motion passed by a vote of 4 – 0.

The Board next addressed item 15, to review, discuss and act on Texas EMTF MOA. A Motion was made by Commissioner **PACE**, seconded by Commissioner **DILLON** to approve the MOA as presented agreement. After review and discussion, the Motion passed by a vote of 4 – 0.

The Board next addressed item 16 regarding temporary facility space. No action taken.

The Board next addressed item 17, to review, discuss and act on the procurement of software licenses, A Motion was made by Commissioner **DILLON**, seconded by Commissioner **PACE** to approve Microsoft Office Licensing at a rate of \$636 per month. After review and discussion, the Motion passed by a vote of 4 – 0.

The Board then addressed item 18, to review discuss and act on matters related to transitioning to a direct provider model, including personnel matters, apparatus and equipment acquisitions, policies and procedure and employee benefits. A Motion was made by Commissioner **KIBLER**, seconded by Commissioner **PACE** to authorize the establishment of a 457-retirement Plan for employees, with the employees paying all fees except administration fees that will be paid by the district. By a vote of 4 to 0, the Motion carried.

The Board did not have any items for closed session.

The Board set the next meeting for September 22, 2022, to commence at 6:00 p.m.

There being no further business brought before the Board, Commissioner **DILLON** made a motion, seconded by Commissioner **KIBLER**, to adjourn. By a vote of 4 to 0, the motion carried.

The meeting adjourned at 8:00 P.M.

The foregoing minutes were passed and approved by the District Board of Commissioners on September 22, 2022.

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8**

By:



**DAVID PACE**  
Secretary of the Board