

# Harris County Emergency Services District No.16

16810 Squyres Road, Klein, Texas 77379-7489

## MINUTES OF THE FEBRUARY 8, 2016 MEETING

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**1** The regular meeting was called to order at 7:00 PM at the Klein Volunteer Fire Department (KVFD) Administration Building by Emergency Services District No. 16 (ESD or District) President Robert S. Farrell. Present were ESD members Herb L. Marker, Robert W. Carson, Mike A. Pate, and Steven T. Falkner. Present as guests were KVFD Fire Chief David Bessolo, KVFD President Barry Blum, KVFD District Fire Chief Josh Wenzel, KVFD Secretary Wendy Ray, Brad Dill (of BD Realty), Ira Coveler (of Coveler & Katz P.C.), Ricardo Martinez (of Martinez Architects, LLC), and Glenn Hastings (of VFIS [Volunteer Fireman's Insurance Services] of Texas). KVFD Administrator Rich Jones and KVFD Deputy Fire Chief Marcus Melvin arrived respectively at 7:10 PM and 7:35 PM.

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**2** No action was taken regarding the election to be held May 7, 2016.

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**3** A motion to approve the January 11, 2016 meeting minutes as amended was approved unanimously (Motion: Herb Marker; Seconded: Mike Pate).

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**4** Unanimously approved as presented were the financial report for the period ending February 8, 2016 and the bills to be paid (Motion: Robert Carson; Seconded: Mike Pate). No certificates of cash time deposits needed to be rolled over.

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**5** Glenn Hastings said:

- the renewal date for the insurance policy is February 12, 2016;
- the 2016 insurance premium will increase \$4,100 over the 2015 premium, mostly for property insurance; and
- increasing the deductible from \$1,000 per occurrence to \$5,000 per occurrence will reduce the 2016 premium by about \$5,300.

After discussing the matter, no Commissioner made a motion to increase the deductible amount.

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**6** Reviewing and taking action on the District 2016 Investment Policy was tabled until the March 2016 meeting.

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**7** Given below is Brad Dill's report.

Regarding Station #8:

- he received Hovis' survey;
- he is waiting on Harris County Municipal Utility District (MUD) 24 to provide a service agreement; and
- the plat has gone through and he awaits signatures.

A motion authorizing Robert Farrell to sign Station #8's plat passed unanimously (Motion: Mike Pate; Seconded: Herb Marker).

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## MINUTES OF THE DISTRICT'S FEBRUARY 8, 2016 MEETING (Cont'd)

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- 7** (Cont'd) Regarding Station #3, Brad Dill:
- distributed a plat showing the real estate being purchased adjacent to Station #3; and
  - advised that Harris County has abandoned all claims to Pine Street.
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- 8** Given below are the KVFD personnel's reports.

Barry Blum advised:

- they responded to several calls over the last month;
- they are working to make the trailer at Station #1 more livable;
- Patrick Dunn is moving to Dallas and therefore will resign as Treasurer;
- Bill Gleason will serve as a temporary Treasurer; and
- Wendy Rocha is working with the Gleannloch homeowners association on a training session/recruitment drive at their club house.

Mike Pate asked about the status of the by-law revisions. Barry Blum advised that he will meet with Bill Gleason, who is spearheading the effort, next week.

Fire Chief Bessolo advised the following.

1. Engine 34 was involved in a minor accident. While in Walmart's parking lot, a vehicle struck its tire. Engine 34 did not sustain any damage.
2. During the last two weeks, they responded to three structural fires, a fire in a hotel, and two aircraft accidents. No one was hurt at these incidents.
3. They have also made several mutual aid calls.
4. Mikel Fontana is the new Training Coordinator for the Department.
5. The Grand Parkway is now open.
6. They installed 95 per cent of the new radios.

Deputy Fire Chief Melvin distributed an incident report (Attachment 1).

Rich Jones advised they are studying programs that provide the full-time employees with medical insurance and a retirement plan.

A motion passed unanimously to purchase a booster truck (a.k.a. brush truck, wildland truck, grass truck, urban interface truck, and attack truck) for \$108,267.16 (Motion: Mike Pate; Seconded: Herb Marker).

A motion passed unanimously to purchase 24 air packs for \$6,392.61 per pack, totaling \$153,422.64 (Motion: Mike Pate; Seconded: Herb Marker).

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- 9** To help improve the District's Insurance Services Office (ISO) rating, the Department is in the process of setting up equipment to generate fire pre-plans and expect to produce said plans in the near future.

## MINUTES OF THE DISTRICT'S FEBRUARY 8, 2016 MEETING (Cont'd)

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- 10 Reviewing, discussing, and taking action on submittals by the Department of request(s) for necessary purchases related to the provision of emergency services pursuant to the service provider contract and District budget was tabled until the March 2016 meeting.
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- 11 Steven Falkner stated that the Contract Committee was very close to finalizing the new District / KVFD contract. They will meet after the District's February 2016 meeting to resolve differences.
- Steven Falkner distributed a draft press release about steps the District and KVFD are taking to improve service to the community. After discussing same, the Commissioners agreed that the press release can be distributed to the media.
- Mike Pate said the Station #8 Construction Committee will meet twice a month for the next three months.
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- 12 Reviewing, discussing, and taking action on an Interlocal Agreement for a Combined Radio Channel Dispatch System was tabled until the March 2016 meeting.
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- 13 Reviewing, discussing, and taking action the payment of capital funding pursuant to current budget forecast and service agreement with KVFD was tabled until the March 2016 meeting.
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- 14 Reviewing, discussing, and taking action regarding matters related to BRW Architects and the design for the new Station #8 was tabled until the March 2016 meeting.
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- 15 Ira Coveler advised that a draft contract with Martinez Architects for the remodeling of Station #1 and Station #2 was very close to being finalized.
- A motion to accept said contract, subject to Ira Coveler's review and approval, passed unanimously (Motion: Mike Pate; Seconded: Herb Marker).
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- 16 Reviewing, discussing, and taking action on a proposed 10-Year Financial Forecast for the District's and Department's needs was tabled until the March 2016 meeting.
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- 17 No action was taken regarding mailing a newsletter to the District's voters.
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- 18 No action was taken regarding amending the District's 2016 budget.
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- 19 Items needing to be on the agenda for the March 2016 meeting include reviewing, discussing, and taking action on:
- the District 2016 Investment Policy;
  - submittals by the Department of request(s) for necessary purchases related to the provision of emergency services pursuant to the service provider contract and District budget;
  - an Interlocal Agreement for a Combined Radio Channel Dispatch System;
  - the payment of capital funding pursuant to current budget forecast and service agreement with KVFD;

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## MINUTES OF THE DISTRICT'S FEBRUARY 8, 2016 MEETING (Cont'd)

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- 19 (Cont'd)
- matters related to BRW Architects and the design for the new Station #8;
  - a proposed 10-Year Financial Forecast for the District's and Department's needs;
  - the 2016 service agreement between the District and the Department;
  - the remodeling of KVFD Station #1 and Station #2;
  - the plan to improve the District's ISO certification;
  - matters relating to a May 7, 2016 election;
  - matters relating to the 2015 District audit; and
  - engaging Ron Welch of Municipal Information Services (MIS) to make an annual estimate of tax revenues.
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- 16 The upcoming meetings were set and confirmed for March 14, 2016.
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- 17 No one from the public commented.
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- 18 The Commissioners did not conduct an executive session pursuant to Chapter 551 of the Texas Government Code.
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- 20 At 8:51 PM, a motion to adjourn passed unanimously (Motion: Herb Marker: Seconded: Robert Carson).

Respectfully submitted:

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT No.16**



  
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Steven Falkner  
District Secretary  
E-Mail: [sfalkner@hcesd16.org](mailto:sfalkner@hcesd16.org)

# ATTACHMENT 1 INCIDENT SUMMARY

Incident Type 2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1 - Fire	20												20
3 - Rescue & Emergency Medical Service Incident	46												46
4 - Hazardous Condition (No Fire)	12												12
5 - Service Call	13												13
6 - Good Intent Call	39												39
7 - False Alarm & False Call	21												21
8 - Severe Weather & Natural Disaster	1												1
Other	11												11
	163	0	0	0	0	0	0	0	0	0	0	0	163

Incident Type Report (Summary) - 2016

## ATTACHMENT 1 (Cont'd) INCIDENT SUMMARY

Incident Type 2016	Jan	1	2
1 - Fire	20	8	12
3 - Rescue & Emergency Medical Service Incident	46	19	27
4 - Hazardous Condition (No Fire)	12	2	10
5 - Service Call	13	10	3
6 - Good Intent Call	39	12	27
7 - False Alarm & False Call	21	7	13
8 - Severe Weather & Natural Disaster	1	0	1
Other	11	3	9
	163	61	102

Incident Type Report - 2016 - By Shift

## ATTACHMENT 1 (Cont'd) INCIDENT SUMMARY

Station	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	%
31	14												14	9%
32	20												20	12%
33	24												24	15%
34	14												14	9%
35	29												29	18%
36	30												30	18%
37	21												21	13%
Other	11												11	7%
<b>Total</b>	<b>163</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>163</b>	<b>100%</b>

Incidents 2016 - By Station



**ATTACHMENT 1 (Cont'd)  
INCIDENT SUMMARY**

fdid	inci_no	alm_date	alm_time	number	street	st_type	city	state	zip	loss	Comments
KA534	16-0000019	01-Jan-16	00:52:46	9907	FERNSTONE	LN	HOUSTON	TX	77070	0	OOD
KA534	16-0000325	02-Jan-16	15:35:26	21719	GREENHAM	DR	SPRING	TX	77388	0	OOD
KA534	16-0000937	06-Jan-16	08:38:50	9623	RANNOCK	WAY	SPRING	TX	77379	800	
KA534	16-0000954	06-Jan-16	10:35:24	8003	HIDDENBAY	CT	SPRING	TX	77379	35000	
KA534	16-0001795	10-Jan-16	19:18:42	16334	BRINKWOOD	DR	HOUSTON	TX	77090	0	OOD
KA534	16-0002157	12-Jan-16	15:30:56	9560	FM 1960		HOUSTON	TX	77064	0	OOD
KA534	16-0002173	12-Jan-16	16:41:56	435	FM 1960		HOUSTON	TX	77090	0	OOD
KA534	16-0002460	14-Jan-16	06:50:58	22603	NORTHCREST	DR	SPRING	TX	77389	0	OOD

Dollar Loss - 111 Incidents - January 2016

\$ 35,800