**Meeting Minutes -Montgomery County Emergency Services District No. 6**

The Montgomery County Emergency Services District No. 6 Board of Commissioners held its regular meeting at the Porter Fire Station #121, 2350 Loop 494, Porter, Texas 77365 on October 22, 2024 at 12:00 P.M.

The meeting was called to order by President David Miller.

**Commissioners present**: David Miller, T.J. Davidson, Donnie Click and Terry Barnhill.

**Also attending:** Chief Carter Johnson, District Office Manager Jessica Black, Eric Gonzalez of Clarity Consulting Corporation, and District Legal Counsel Krystine Ramon of Coveler & Peeler, P.C.

**Commissioners not present:** Caleb Smith

**Public attendees:** Joseph Ellis from McCall Gibson Swedlund Barfoot PLLC.

* The Board convened and the meeting was called to order by President Miller at 12:19 P.M.
* The Board conducted roll call with a quorum present.
* The Board opened the floor for public comment. No public comments were made.
* The Board next addressed item 3 of the agenda, to approve minutes of prior meetings. Motion by Commissioner Barnhill and second by Commissioner Davidson to approve the meeting minutes from the September 24, 2024 meeting. **After discussion the motion was approved 4 to 0.**
* The Board then addressed item 4, to receive a presentation from Joseph Ellis of McCall Gibson Swedlund Barfott PLLC. Mr. Ellis went over an engagement letter for the 2024 Audit for the District. Mr. Ellis presented the range of fee for the Audit and that it would be increased from the 2023 Audit. No action was taken.
* The Board then addressed item 5 of the agenda: to act on financial reports, investments, and bills. Eric Gonzalez from Clarity Consulting presented to the Board the District’s financial statement. Mr. Gonzalez presented to the Board the District Cash and Investment Report, Pledged Securities Report, First Financial Checking Account Cash Flow Report, First Financial Payroll Account Cash Flow Report, First Financial State Reimbursement Account Cash Flow Report, First Financial CPR PayPal Account Cash Flow Report, Profit and Loss Budget Performance, Montgomery County Monthly Tax Collection Report, Montgomery County Tax Office Deposit Distribution Report, Montgomery County Tax Office Receivables Report, First Financial Sales Tax Account Cash Flow Report, Sales Tax Allocation Report and Sales Tax Revenue Graph. Mr. Gonzalez also went over the District’s pledge debt and state reimbursements. Motion by Commissioner Click and second by Commissioner Davidson to accept the financial report as presented and pay bills. **After discussion the motion was approved 4 to 0.** For more detailed information concerning the District’s financial condition, see the financial reports on file with the District.
* The Board next addressed item 6 of the agenda, to act on amendments/revisions to District current year budget(s). There were no amendments at this time. No action was taken.
* TheBoard then addressed agenda item 7, to review and act on items related to construction, improvements, repairs, renovations, and equipment purchases for District facilities, including selection/engagement of contractor(s), architectural, testing or other services. Chief Johnson presented to the Board that Station 125 was coming along. The construction trailer for the project has been delivered. The foundation has been elevated. No action was taken.
* The Board then addressed item 8, to review and act on disposition of surplus and/or salvage property. No action was taken.
* The Board next addressed item 9 of the agenda, acquisition and financing of capital equipment and vehicles. Chief Johnson presented to the Board that the new engine is in Houston with delivery within the week. No action was taken.
* The Board then addressed item 10 of the agenda, regarding real estate matters. Chief Johnson presented to the Board the real estate contract for Valley Ranch Crossing. Commissioner Click made a motion second by Commissioner Davidson to approve the real estate contract for Valley Ranch Crossing with a Phase I and feasibility study and to authorize President Miller to sign the contract. **After** **discussion the motion was approved 4 to 0.**
* The Board next addressed item 11, to review and act to approve Covered Applications and Prohibited Technology Policy based upon model policy developed by the Texas Department of Information Resources. Legal Counsel Krystine Ramon presented to the Board that during the 2023 legislative session there was a bill that prohibited certain technology applications on District owned devices. Ms. Ramon stated that this needs to be adopted no later than November 20, 2024. Commissioner Davidson made a motion second by Commissioner Barnhill to approve the Covered Applications and Prohibited Technology Policy. **After** **discussion the motion was approved 4 to 0.**
* The board then addressed agenda item 12, to review, discuss and act on Hydrant Markings and flow Rates by Color. No action was taken.
* The Board next addressed item 13 of the agenda, to receive a report from the Fire Department. Chief Johnson informed the Board that the District had forty-three (43) fires, two hundred (200) EMS calls and ten (10) stage medical assists from September 24, 2024 through October 22, 2024. Chief Johnson informed the Board that Jessica attended the wind event and was able to recoup seventeen thousand dollars ($17,000) from FEMA through disaster declaration. The County currently has a burn ban in effect. The chief stated that the sharing caring food drive will be held this upcoming weekend. No action was taken.
* The Board next addressed agenda item 14, records management issues. No action was taken.
* The Board did not go into closed session under agenda item 15, to consult with legal counsel pursuant to section 551.071 of the Texas Government Code.
* The Board did not go into closed session under agenda item 16, to deliberate real estate matters under section 551.072 of the Texas Government Code.
* The Board did not go into closed session under agenda item 17, to discuss personnel matters under section 551.074 of the Texas Government Code.
* The Board next addressed agenda item 18, to review and take action on personnel matters, including policies, scheduling, evaluations, benefits, compensation, hiring, retention and evaluation of District employees, including District Fire Chief and Command Staff. No action was taken.
* The Board then addressed agenda item 19, to review and act on scheduling District meeting to be added to meeting agendas. The next regular meeting will be held on November 18, 2024 and December 17, 2024. No action was taken.
* There being no further business to come before the Board at this time, Commissioner Davidson made a motion seconded by Commissioner Click to adjourn the meeting. The motion was approved 4 to 0. Themeeting was adjournedat 1:25 P.M.