MINUTES OF AUGUST 6, 2026 MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 29

A public meeting was duly called by the **Harris County Emergency Services District No. 29** on **August 6, 2026,** which was held at **Fire Station 11** located at **12730 Champion Forest Drive, Houston, Texas 77066**.

CALL MEETING TO ORDER, ROLL CALL AND ESTABLISH A QUORUM.

The meeting was called to order at 4:00 p.m., by **Scott Morgan,** President and Chairman of the meeting, who announced that a quorum of Commissioners was present. The Commissioners present for the meeting were:

Scott Morgan	President
Dave Parker	Vice President
Jon Taylor	Treasurer
Ed Wasser	Secretary
Scott Bay	Commissioner

Also present at the meeting were Fire Chief Dan Shelor, Division Chief Dustin Ledford, Fire and Life Safety Officer Brandon Blount, Ira Coveler, Neftali Partida, and Melissa Wiggins, District legal counsel, Ricardo Martinez of Martinez Architects, Christina Moore of Better Bookkeepers Inc., Jennifer Day of McCall Gibson Swedlund Barfoot Ellis, PLLC, and other members of the Department and public.

JOIN TOGETHER IN THE PLEDGE OF ALLEGIANCE.

The District Commissioners and other persons present at the meeting joined together to recite the Pledge of Allegiance to the United States and the Pledge of Allegiance to Texas.

TO RECEIVE PUBLIC COMMENT.

No public comments were forthcoming.

TO RECEIVE THE DISTRICT'S 2025 AUDIT REPORT FROM MCCALL GIBSON, AND TO DISCUSS AND TAKE ACTION RELATED TO THE SAME.

Ms. Day presented the District's revised audit draft for 2025. Ms. Day advised on minor revisions to the prior draft including the addition of compensation information included in notes 14 and 15. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser,** to approve the revised audit draft for 2025 as presented. Thereafter, President **Morgan** called for a vote and the motion passed by a vote of 5 to 0.

To review, discuss and take action regarding amendments to the 2026 District budget.

Chief Shelor presented amendments to the District's 2026 budget including adjustments to sales tax and interest revenues, and capital and operational expenses. The revised budget included a total expense revision of $2,488,200 across the District, operations, and capital items. Chief Shelor also advised the Board regarding upcoming elevator repairs and potential associated costs. After review, Mr. **Bay** made a Motion, seconded by Mr. **Wasser,** to approve the amendments as presented. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

To review, discuss and propose the District's 2027 Budget.

Chief Shelor next presented a drafted budget for 2027 for the Board's review. The draft budget included estimated revenues of $10,000,000 from sales tax, property tax, and other sources, and included expenses involving District operations and capital expenditures totaling approximately $12,300,000. After discussion, Mr. **Bay** made a Motion, seconded by Mr. **Taylor,** to propose the drafted 2027 budget as presented. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

To review, discuss and propose the District's 2026 Tax Rate.

Mr. Coveler next presented available tax rate scenarios for the District's 2026 tax rate, and reviewed property values in the District compared to 2025. Mr. Coveler noted the Board had adopted a property tax rate of $0.10 per $100 property valuation for 2025 and could do so again without calling an election for 2026. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to propose the District's 2026 property tax rate at $0.10 per $100 property valuation. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

To schedule a public hearing regarding the District's 2026 tax rate and the date of the meeting to adopt.

The Board then reviewed available dates for the District's public hearing and adoption meeting. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to schedule the 2026 public hearing and adoption meeting for Thursday, September 3, 2026 at 4:00 p.m. to take place at Station 11. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

To review and take action on matters relating to an election to be held on November 3, 2026.

No election was called by the Board, and no additional action was taken.

<u>TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ANY DISTRICT FINANCIAL INSTITUTION MATTERS, INCLUDING BUT NOT LIMITED TO THE EXECUTION OF ANY NECESSARY DOCUMENTS AND RESOLUTIONS FOR ESTABLISHING DISTRICT ACCOUNTS AND ACCOUNT SIGNATORIES.</u>

Mr. **Taylor** updated the Board regarding financial institution matters, including discussion regarding ACH payments and positive pay features for District accounts. Chief Shelor then presented a request for District credit cards through Frost Bank for Division Chief Jason Barnes and Assistant Chief Dustin Ledford, each with a limit of $5,000. After discussion, Mr. **Bay** made a Motion, seconded by Mr. **Taylor,** to approve the addition of credit cards as requested for Captain Barnes and DC Ledford. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

<u>TO RECEIVE A REPORT FROM BETTER BOOKKEEPERS, INC., THE DISTRICT'S BOOKKEEPER, AND TAKE ACTION ON THE TREASURER'S REPORT.</u>

Ms. Christina Moore then presented the monthly bookkeeper's report, noting payment revisions between January and March, and advising on recent insurance. After review, Mr. **Wasser** made a Motion, seconded by Mr. **Bay,** to approve the report as presented. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

<u>TO PAY OR AUTHORIZE DISTRICT BILLS AND FUND TRANSFERS REQUIRED FOR OPERATIONAL EXPENSES, PAYROLL EXPENSES AND CAPITAL EXPENSES, INCLUDING ANY ADDITIONAL TRANSACTIONS, REVERSALS, AND/OR ACH TRANSFERS.</u>

Mr. **Taylor** next presented District bills for payment including TECC, Blue Cross Blue Shield, PRIME ITS, Coveler & Peeler, P.C., and Identifier, and requested approval for fund transfers in the following amounts:

Huntington Bank:

Operations Account:	$52,925.00
Admin. Account:	$19,668.63

Frost Bank:

Operations Account:	$260,602.03

Following the discussion, Mr. **Bay** made a Motion, seconded by Mr. **Wasser,** to approve the transfers and bill payments as presented. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

<u>TO REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS RECEIVED FROM THE DISTRICT COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH & SAFETY CODE §775.038 (A-1).</u>

The Board then reviewed four (4) Commissioner submittals for compensation. After review, Mr. **Bay** made a Motion, seconded by Mr. **Wasser,** to approve payment of the submittals as presented. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

TO APPROVE THE DISTRICT MEETING MINUTES OF PRIOR MEETING(S).

The Board then reviewed minutes of the July 9, 2026 regular, and May 22, 2026 special meetings. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to approve the minutes as presented. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

TO RECEIVE, DISCUSS AND TAKE ACTION ON THE DEPARTMENT'S FIRE OPERATIONS REPORT PRESENTED BY CHIEF DAN SHELOR.

Chief Shelor then provided the monthly Operations Report, stating one hundred nineteen (119) calls were made during the month of June. Forty-seven percent (47%) of those calls were EMS related. Mutual aid was given four (4) times to Cypress Creek and Klein Fire Departments. Average response times for the month totaled four minutes thirty seconds (4:30). Ten (10) car seat installations were overseen for eight (8) families during the month of July, for a year-to-date total of thirty-nine (39) seats for thirty-two (32) families. After review, Mr. **Bay** made a Motion, seconded by Mr. **Wasser,** to approve the report as presented. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

Chief Shelor then informed the Board that new business cards for the Commissioners were being ordered, and advised that two (2) Commissioners were invited to attend the pre-build meeting for Engine 12 from October 7, 2026 through October 10, 2026. He lastly advised that the new bucket for the District's ladder truck had been delayed, and the issue was being addressed with Pierce Manufacturing.

TO RECEIVE, DISCUSS AND TAKE ACTION ON THE PROFESSIONAL & COMMUNITY SERVICES REPORT.

Assistant Chief Dustin Ledford next presented the monthly Fire & Life Safety report advising nine (9) fire alarm follow ups, thirty-one (31) pre-plan surveys, and four (4) complaint follow ups were completed during the month of July. Thirty-four (34) businesses were updated with dispatch, and five (5) emergency response runs were made during the month.

FLSO Division Chief Brandon Blount addressed follow-up highlights during the month, including Knox installations and maintenance events. Chief Ledford then updated the Board regarding existing and incoming businesses in the territory. During the month of July, members of the Fire & Life Safety Division attended a construction meeting at John Wesley Methodist Church, and the regional PIO/CRR meeting. Assistant Chief Ledford also deployed to Slocum, Texas during the month of July to serve with the Texas Line of Duty Death Task Force honoring Fire Chief Dan Hernandez' end of watch.

Division Chief of Training & Career Development Jason Barnes next addressed the Board regarding District personnel training and data management matters. He noted shift training on

Vector Solutions had been completed by all three (3) shifts, and advised that protocols for committees were being formed to address new employee hiring and testing, promotions, and task books. DC Barnes stated Driver/Operator promotional testing would take place on August 18, 2026, and informed the Board that six (6) District members had enrolled in TCFP certification classes.

Assistant Chief Ledford lastly advised the Board that the District's peer support program with Ironclad Wellness was progressing, and that interviews had been completed, with in-house training to follow thereafter. Ten (10) individuals met the standards for participation and confirmed their interest in working with the program. He also noted policies were being addressed to enact the peer support team and related services for the District.

After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to approve the reports as presented. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

TO REVIEW AND TAKE ACTION ON APPROVAL OF EXPENSES RELATED TO UPCOMING TRAINING CLASSES, COURSE MATERIALS, EQUIPMENT AND RELATED EXPENDITURES TO BE INCURRED BY THE DISTRICT.

No action was taken by the Board.

TO REVIEW, DISCUSS AND ACT ON DISTRICT PERSONNEL MATTERS INCLUDING COMPENSATION, BENEFITS, SCHEDULING, TRAINING, RETENTION, HIRING AND/OR TERMINATION OF DISTRICT EMPLOYEES.

Chief Shelor presented policy options for Workers Compensation insurance for the District through Texas Mutual. He advised the policy would renew on September 5th, and recommended adopting the out-of-network plan to allow policy holders the freedom to visit their own physicians or preferred care professionals regardless of insurance affiliations. The out-of-network plan would cost approximately $107,000 annually. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser,** to approve the out-of-network plan through Texas Mutual. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

Chief Shelor then advised that District health insurance policies would renew on September 1st and presented costs and quotes from multiple providers including BlueCross BlueShield, Aetna, and Cigna. Coverage through Cigna presented the lowest cost, and was based on a level funded plan. He also noted that VFIS representatives were in contact with Cigna to address the District's agreement with Next Level which could also lead to additional adjustments. Chief Shelor advised that the Cigna healthcare plan would offer a $13,000 savings to the District if bundled with dental and vision plans. After discussion, Mr. **Parker** made a Motion, seconded by Mr. **Taylor,** to move the District's health insurance coverage to Cigna, including health, dental, and vision policies. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

Chief Shelor next addressed payment policies for personnel vacation and sick time, recommending the Board combine those time allotments, and advising that the District lacked a policy to address separation payouts. Regarding sick and vacation time, Mr. Van Hooser, the District's HR Policy Director, advised combining the time would allow personnel to use their allotted time as needed, without requiring the District to oversee or judge the use of that time. Regarding separation payouts, Chief Shelor recommended limiting separation payouts in a tiered schedule, which he presented, based on time spent with the District. He further noted the District's lack of policy related to selling back accrued PTO, and recommended a system through which time could be sold back if the members met minimum balance requirements including 216 hours for operations personnel, and 120-hour balance for administrative personnel. Limited hours could then be sold back to the District provided the members maintained the minimum balance even after selling that time. The Board requested these policies and recommendations be included on the September agenda for further discussion and action next month. No additional action was taken at this time.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ADOPTION AND AMENDMENT OF DISTRICT POLICIES AND STANDARD OPERATING GUIDELINES.

No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION ON NEEDED IMPROVEMENTS OR REPAIRS TO THE DISTRICT'S STATION, RELATED FACILITIES, APPARATUS, VEHICLES OR EQUIPMENT.

Mr. Ricardo Martinez thanked the Board for their support during a recent conference, and provided updates regarding the Station 12 logistics building. He noted the project's civil permit had been approved by Harris County, and that full release was anticipated next week. Subcontractors on the project had been given letters of intent to begin submissions. Mr. Martinez stated the Notice to Proceed was anticipated in September, with contractors coming on site in October. No action was taken by the Board.

President **Morgan** then called a brief recess at 6:26 p.m. The Board returned to Open Session at 6:36 p.m.

REVIEW, DISCUSS AND TAKE ACTION ON SUBMITTALS BY THE DEPARTMENT OF THIRTY (30) DAY ADVANCE REQUEST(S) FOR NECESSARY PURCHASES RELATED TO THE PROVISION OF EMERGENCY SERVICES.

No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION FOR THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH AND SAFETY CODE §775.0735.

Chief Shelor then presented a list of expired and damaged equipment including gloves, coats, pants, hoods, boots, helmets, traffic vests, rain coats, suspenders, and personal flotation devices which would be destroyed, with Board approval. After review, Mr. **Bay** made a Motion, seconded by Mr. **Parker,** to approve the disposal of equipment as presented. Thereafter, President **Morgan** called for a vote and the Motion passed by a vote of 5 to 0.

TO DISCUSS ANY NEW ITEMS THAT NEED TO BE ON THE AGENDA FOR THE SUBSEQUENT DISTRICT MEETINGS AND TO REVIEW THE DATE FOR THE NEXT REGULAR MONTHLY MEETING CURRENTLY SCHEDULED FOR SEPTEMBER 3, 2026.

The Board confirmed the next meeting date of Thursday, September 3, 2026.

TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL REGARDING MATTERS WHICH REQUIRE CONFIDENTIALITY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS.

TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REGARDING REAL ESTATE MATTERS.

TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.074 TO DISCUSS PERSONNEL MATTERS.

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

TO RECONVENE IN OPEN SESSION TO REVIEW, DISCUSS AND TAKE ACTION ON ANY REAL ESTATE OR PERSONNEL MATTERS.

No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING DISTRICT GOVERNMENT AFFAIRS.

Mr. Neftali Partida, the District's Government Affairs Liaison, next updated the Board regarding current legislative matters. He encouraged the Board to participate in community campaigns, and educating legislators and representatives on Emergency Services Districts. He advised that legislation related to property taxes, training requirements, and Commissioner elections were anticipated in the upcoming legislative session. No action was taken by the Board.

ADJOURNMENT.

There being no further business brought before the Board, President **Morgan** adjourn the meeting at 6:55 p.m.

The foregoing minutes were reviewed and approved by the Board of Commissioners on September 3, 2026.

By: Ed Wasser

Ed Wasser
Board Secretary