

**MINUTES OF MAY 7, 2026 MEETING**  
**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 29**

A public meeting was duly called by the Board of Commissioners of **Harris County Emergency Services District No. 29** on **May 7, 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 **Dave Parker**, Board Vice President and Chairman for the meeting.

Commissioner **Parker** announced that a quorum was present. Those Commissioners present were:

Scott Morgan	Present (arriving 4:10 p.m.)
David Parker	Present
Jon Taylor	Present
Ed Wasser	Present
Scott Bay	Present

Also present at the meeting were Fire Chief Dan Shelor, District Fire and Life Safety Officer Division Chief Dustin Ledford, Fire and Life Safety Officer Brandon Blount, Office Manager Kris Roszko, HR Manager Felicia Clowson, Ira Coveler and Melissa Wiggins of Coveler & Peeler, P.C., District legal counsel, Christina Moore of Better Bookkeepers, Inc., Ricardo Martinez of Martinez Architects, 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 comment was received.

**TO REVIEW, DISCUSS AND TAKE ACTION REGARDING DISTRICT CONSTRUCTION PROJECTS.**

Chief Shelor first advised the Board that two (2) quotes for the Station 11 fencing project were received in the following amounts:

Maco Construction:	\$43,797
Anchor Fence:	\$40,692

Quotes from Texas Fence had not yet been received, and the Board agreed to award the project to a vendor after discussion at the June meeting. The project would involve one hundred eighty-three feet (182') of wrought iron fencing, with a ten foot (10') manual rolling gate. The fence would be installed just inside the HOA's property line, with their approval, to avoid encroaching on MUD property. Mr. Coveler advised that an easement to document the project and

HOA's approval would be drafted and recorded for future reference, noting the need for an addition survey to complete the easement. After discussion, Mr. **Bay** made a Motion, seconded by Mr. **Wasser**, to approve up to \$48,000 for the total project, including surveying and easement costs. Thereafter, the Motion passed by a vote of 5 to 0.

Mr. Ricardo Martinez next advised the Board regarding the Station 12 logistics building, stating that approvals from Harris County were anticipated by the end of the month. He then requested authorization to send out solicitations for the project from May 22<sup>nd</sup> through the 29<sup>th</sup>, or from May 29<sup>th</sup> through June 5<sup>th</sup>. He noted that presenting results of those solicitations would depend on the Board's decision to hold interviews related to the project. Results would be presented at the July regular meeting. The Board agreed to hold interviews, including Commissioner **Wasser**, Chief Shelor, and Mr. Martinez on Friday, June 26<sup>th</sup> at 10:00 a.m.

**TO REVIEW, DISCUSS AND TAKE ACTION ON THE SCORING OF THE REQUESTS FOR PROPOSAL AND THE SELECTION OF A GENERAL CONTRACTOR TO BUILD THE DISTRICT'S LOGISTICS FACILITY.**

No action was taken by the Board.

**TO RECEIVE A PRESENTATION AND TAKE ANY NECESSARY ACTION RELATED TO AN AGREEMENT WITH IRONCLAD WELLNESS, LLC FOR MENTAL HEALTH SERVICES PROVIDED TO THE DISTRICT.**

Mr. Jason Corthell addressed the Board regarding mental health services provided through Ironclad Wellness, LLC ("Ironclad"). He advised the Board that Ironclad worked with several organizations, providing counseling and mental health services to first responders. He noted that several of the organization's counselors had personal experience with situations faced by first responders, and were specifically trained in peer support matters. Counselors would participate in ride along events, as well as after action meetings, and individual counseling sessions as needed. Mr. Corthell further advised that local peer support representatives were chosen based on polls in those Departments to determine trust and potential efficacy of the individual. All peer support members participated as volunteers, and were used on a rotating basis to avoid over burdening any one peer counselor. He provided information to the Board for consideration, and was advised that formal action would be taken after discussion in Closed Session.

**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.**

Mr. **Taylor** informed the Board he would be setting up wiring protocols with Frost Bank to allow for easy transfers, and would get more information about required minimum balances for the District's bank accounts. He noted the majority of District funds would be held in TexPool due to the investment pool's favorable interest rate.

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

Ms. Christina Moore next presented the District's financial report, advising the Board regarding past balance irregularities due to coding information, and requesting an increase to the District's positive pay limit to avoid payment issues of bills under \$3,000. High bills for the month related to Blue Cross Blue Shield, Nafeco, TECC, Streamline, and Coveler & Peeler, P.C. After

discussion, Mr. **Bay** made a Motion, seconded by Mr. **Taylor**, to approve the report as presented. Thereafter, the Motion passed by a vote of 5 to 0.

**TO PAY OR AUTHORIZE DISTRICT BILLS AND FUND TRANSFERS REQUIRED FOR OPERATIONAL EXPENSES, PAYROLL EXPENSES AND CAPITAL EXPENSES, INCLUDING ANY NECESSARY ACH TRANSFERS.**

Mr. **Taylor** next presented transfer requests in the following amounts:

Cadence Operations:	\$161,838.55
Cadence Payroll:	\$394,661.81
Cadence Admin:	\$21,607.16
Frost Admin:	\$19,784.64

The Board then requested Mr. Coveler begin the process to direct tax revenue deposits from the Comptroller to the District's Frost Bank accounts. After review, Mr. **Bay** made a Motion, seconded by Mr. **Wasser**, to approve the transfers as presented in the total amount of \$578,107.52, and to pay the District bills. Thereafter, the Motion passed by a vote of 5 to 0.

**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).**

The Board next reviewed submittals for Commissioner compensation. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve the submittals as presented. Thereafter, the Motion passed by a vote of 5 to 0.

**TO DESIGNATE THE HARRIS COUNTY TAX ASSESSOR-COLLECTOR'S OFFICE TO PREPARE THE DISTRICT'S NO NEW REVENUE TAX RATE AND RELATED TAX RATE CALCULATIONS FOR 2026, AND TO AUTHORIZE DISTRICT COUNSEL TO PUBLISH THE NECESSARY 2026 TAX RATE SETTING NOTICES.**

Mr. Coveler advised the Board regarding a resolution to designate the Harris County Tax Office to calculate the District's 2026 tax rates, prior to tax setting in August. He then requested authorization for Coveler & Peeler, P.C. to publish the required publications related to the annual tax setting process. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Parker**, to authorize legal counsel to manage the District's 2026 tax setting publications, and to designate the county tax office to prepare the District's 2026 tax calculations. Thereafter, the Motion passed by a vote of 5 to 0.

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

The Board next reviewed the minutes of April 2, 2026 meeting, including wording changes from legal counsel. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve the minutes as presented. Thereafter, 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 March Operations Report, stating one hundred twenty-nine (129) calls were received during the month, forty-four percent (44%) of which were EMS related. Mutual aid was given twenty-six (26) times to Cypress Creek, Klein, Little York, Northwest, Ponderosa, and Jersey Village Fire Departments, and received seven (7) times during the month. Average response times in the District totaled four minutes fifty-four seconds (5:54). During the month of April, five (5) car seat installations were overseen for four (4) families. Chief Shelor lastly advised that the new Engine 12 price had been adjusted at a cost of \$12,927 less than originally quoted. The unit was still expected for delivery in 2027. After review, Mr. **Bay** made a Motion, seconded by Mr. **Wasser**, to approve the report as presented. Thereafter, the Motion passed by a vote of 5 to 0.

**TO RECEIVE, DISCUSS AND TAKE ACTION ON THE FIRE & LIFE SAFETY REPORT.**

Division Chief Dustin Ledford next provided the April Fire & Life Safety Report, stating that during the month, seventeen (17) pre-plans were completed, three (3) Knox devices were installed, eleven (11) fire alarm follow-ups were completed, and seven (7) follow up complaints were addressed. Twenty-six (26) businesses were updated with dispatch, and five (5) emergency responses were made by the Fire & Life Safety Division. DC Ledford described several training events attended by Fire & Life Safety personnel during the month, and presented an updated policy related to illegal burning and controlled burning incidents which stated crews would make location and assess the incident if a report was received of possible controlled burning in the territory.

DC Ledford next provided updates on new construction in the District, and reviewed locations in the District which were previously addressed for concerns, including "the Boat" on Veterans Memorial which had been demolished by the property owner, and the old Trustmark Bank on 1960 which had since been referred to the County Attorney. He advised the Board regarding a new drone delivery system located in the District, and discussed concerns regarding lithium-ion batteries related to those drones. DC Ledford closed his report, acknowledging the recent retirement event held for Bruce Wisniewski and Mark Paradowski, as well as the successful Family Day event at the Sugarland Space Cowboys baseball game. After discussion, Mr. **Wasser** made a Motion, seconded by Mr. **Taylor**, to approve the report as presented. Thereafter, the Motion passed by a vote of 5 to 0.

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

Chief Shelor requested approval to hire one (1) full-time District Chief ("DC") to supplement the current staffing. He advised that current District Chiefs were part-time employees, and the addition of a full-time DC would add additional costs to the Department's insurance plan. After discussion, Mr. **Bay** made a Motion, seconded by Mr. **Parker**, to approve the creation of a full-time District Chief position as presented. Thereafter, the Motion passed by a vote of 5 to 0.

**TO REVIEW, DISCUSS AND TAKE ACTION REGARDING AN AGREEMENT WITH NEXT LEVEL URGENT CARE RELATED TO THE PROVISION OF TELEHEALTH AND OTHER SERVICES TO DISTRICT PERSONNEL.**

Chief Shelor next presented an agreement for Board review with Next Level Urgent Care, to assist with personnel medical care. The Next Level program required a monthly fee per full-time employee, and could provide services from PCP care and standard labs, to urgent care visits as needed. All services would be covered by the monthly fee, and did not involve the District's insurance plan, reducing the number of claims against District insurance policies. It would also benefit participating employees by reducing the number and cost of emergency room visits. Participants could schedule appointments through a mobile app, or be seen as walk-in patients.

When asked, Chief Shelor explained that pricing for one (1) year totaled \$85 per person, \$80 per person for two (2) years, or \$75 per person for a three (3) year contract. The District would offer this plan to the twenty-two (22) current full-time employees, with a cost of approximately \$12,000 to complete the 2026 fiscal year. Annual costs for the plan would total \$24,000 to \$25,000. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve a two (2) year agreement with Next Level Urgent Care, at a cost of \$80 per person, per month. Thereafter, the Motion passed by a vote of 5 to 0.

**TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE RENEWAL OR ADOPTION OF DISTRICT INSURANCE POLICIES WITH EMERGENCY SERVICES INSURANCE PROGRAM (ESIP).**

Chief Shelor then presented renewal information related to the District's insurance policies, including an increased premium cost of \$125,788 from the current \$112,759. Chief Shelor advised the increase was due to carrier rate changes and increased call counts, and stated the plan included a \$5,000 deductible for auto plans, and \$25,000 deductible for station policies. He noted that raising both deductibles would reduce the overall premium cost. He recommended increasing the auto policy deductible to \$10,000, and increasing the property deductible to \$50,000, for a premium savings of \$8,700. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve renewal of the District's insurance policies, including the increased deductibles as presented. Thereafter, 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 TAKE ACTION REGARDING ANY MATTERS RELATED TO THE DISTRICT'S BUDGET.**

No action was taken by the Board.

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

Chief Shelor requested approval of the new burn policy as addressed during the Fire Life Safety report. He then presented an updated policy regarding traffic collisions involving District

vehicles. Thereafter, Mr. **Taylor** made a Motion, seconded by Mr. **Parker**, to approve the policies as presented. Thereafter, the Motion passed by a vote of 5 to 0.

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

Chief Shelor next advised the Board regarding damage sustained by Tower 11 during a training event, resulting in an estimated repair cost of \$129,098. He reviewed damage to the apparatus basket, stating repairs would take approximately four (4) months. An independent test of the unit would take place next Tuesday to address the rest of the apparatus. The repairs would be claimed on the District's insurance plan. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Bay**, to approve execution of the purchase order for repairs to Tower 11 in the amount of \$129,098. Thereafter, the Motion passed by a vote of 5 to 0.

**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.**

No action was taken by the Board.

**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 JUNE 4, 2026.**

The Board then confirmed the next meeting date of Thursday, June 4, 2026.

President **Morgan** called a brief recess at 5:38 p.m. prior to entering Closed Session.

**TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL REGARDING PENDING OR CONTEMPLATED LITIGATION, SETTLEMENT OFFERS OR ON MATTERS WHICH REQUIRE CONFIDENTIALITY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS AND TAX CODE §323.3022 TO DISCUSS SALES TAX MATTERS.**

The Board convened in Closed Session at 5:48 p.m. to consult with legal counsel.

The Board reconvened in Open Session at 6:09 p.m.

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

The Board did not meet in Closed Session to deliberate real estate matters.

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

The Board did not meet in Closed Session to discuss personnel 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 regarding real estate or personnel matters.

At this time, the Board reopened Agenda Item no. 6 regarding an agreement with Iron Clad Wellness. Mr. **Parker** made a Motion, seconded by Mr. **Bay**, to engage Iron Clad Wellness, LLC. Thereafter, the Motion passed by a vote of 5 to 0.

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

Chief Shelor then addressed correspondence to state legislators from the District. No further action was taken by the Board.

**ADJOURNMENT.**

There being no further business brought before the Board, President **Morgan** adjourned the meeting at 6:15 p.m.

The foregoing minutes were reviewed and approved by the Board of Commissioners on June 4, 2026.

By:  \_\_\_\_\_  
Ed Wasser  
Board Secretary