

MINUTES OF FEBRUARY 5, 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 **February 5, 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**, Board President and Chairman for the meeting.

President **Morgan** announced that a quorum was present. Those Commissioners present were:

Scott Morgan	Present
David Parker	Present
Jon Taylor	Present
Ed Wasser	Present
Scott Bay	Absent

Also present at the meeting were Fire Chief Dan Shelor, District Fire and Life Safety Officer Division Chief Dustin Ledford, District Fire and Life Safety Officer Captain Brandon Blount, Ira Coveler and Melissa Wiggins (arriving at 4:03 p.m.) 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.

The Board opened the floor to public comment though none was forthcoming.

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

Mr. Ricardo Martinez of Martinez Architects next updated the Board regarding the District's Station 12 logistics and storage building project. He stated the design development set had been issued, though the Geotech report was not yet finalized. A review of the design development set was scheduled for February 11, 2026, and other deadlines would be reset once the Geotech report was available. No action was taken by the Board.

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 that the District's accounts at Frost Bank would be fully funded following Board approval of upcoming transfers, and presented management agreements related to Frost Bank for Board approval. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser**, to approve the agreements as presented, pending legal review. Thereafter, the Motion passed by a vote of 4 to 0.

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

Ms. Chrstina Moore next presented the District's financial report, advising that no exceptional expenses were observed during the month. She requested clarification regarding deposits to administrative Cadence and Frost bank accounts and was told to maintain both accounts until further notice as auto-drafts were currently taken from the Cadence account. After discussion, Mr. **Wasser** made a Motion, seconded by Mr. **Parker**, to approve the financial report as presented. Thereafter, the Motion passed by a vote of 4 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 addressed District bills including invoices for Government Affairs, BlueCross BlueShield insurance, the memorial bell monument, PRIME ITS, and First-In software, and presented transfer requests in the following amounts:

Operations:	\$149,039.02
Payroll:	\$595,659.68
Admin:	\$50,914.29 – Cadence
Admin:	\$45,212.19 – Frost

Chief Shelor advised the Board that the bell monument had been rejected and returned for alteration, at which time he was asked to hold payment on that item until the repaired bell was received. After review, Mr. **Wasser** made a Motion, seconded by Mr. **Parker**, to approve the transfers as presented in the total amount of \$840,825.18. Thereafter, the Motion passed by a vote of 4 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 Commissioner submittals, including reimbursement requests from the recent SAFE-D conference. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Parker**, to approve the submittals as presented. Thereafter, the Motion passed by a vote of 4 to 0.

REVIEW AND TAKE ACTION ON MATTERS RELATING TO THE MAY 2, 2026 COMMISSIONER ELECTION.

No action was taken by the Board.

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

The Board next reviewed minutes of the January 8, 2026 meeting. After review, Mr. **Wasser** made a Motion, seconded by Mr. **Taylor**, to approve the minutes as presented. Thereafter, the Motion passed by a vote of 4 to 0.

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

Chief Shelor next presented the monthly Operations report, stating one hundred thirty-nine (139) calls were received in December, including twenty-four (24) mutual aid calls. Thirty-four percent (34%) of those calls were EMS related. Average response times for the month totaled four minutes fifty-six seconds (4:56). Two (2) car seat installations were also overseen for two (2) families during the month of January.

Chief Shelor next presented the annual report for 2025, advising that a total of 1,576 calls were made during the year, a sixty-six percent (66%) increase compared to 2015. Approximately forty-three percent (43%) of all calls were EMS related. Forty (40) calls included mutual aid received from other Departments, and one hundred fifty-six (156) mutual aid responses were made to other Departments during 2025. Average response times for the year totaled four minutes thirty-one seconds (4:31). Chief Shelor lastly noted that two (2) civilians were rescued by District crews during emergency events in 2025. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser**, to approve the monthly and annual reports as presented. Thereafter, the Motion passed by a vote of 4 to 0.

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

Division Chief (DC) Dustin Ledford next presented the District's Fire & Life Safety Report for January 2026. In January, thirteen (13) follow up investigations were completed related to alarm responses, six (6) emergency responses were made, and twenty-nine (29) reports were reviewed for billing. He informed the Board that FLS officers attended the recent TEEX Leadership Symposium, provided crew support during winter weather events, and gave a presentation at the 2026 SAFE-D conference in San Antonio. The Board was also advised of local property concerns including a new tire shop on FM 1960. DC Ledford then advised that Engine 11 crews recently replaced two (2) residential smoke detectors after responding to a request to change batteries in the homeowner's current outdated detectors.

The Board next received the annual report for 2025. Three hundred twelve (312) pre-plans were completed, three hundred sixty-seven (367) addresses and business names were updated with dispatch, fourteen (14) safety advisory reports were completed, and two hundred sixty-seven (267) fire alarm reports were reviewed for billing. Since the Division's inception in 2023, eight hundred fifty-six (856) pre-plans have been made, eight hundred eighty-seven (887) addresses and business names have been updated with dispatch, and fifty-five (55) safety advisories have been completed. Recent training events attended by FLS officers included a Leadership Symposium, FEMA

classes, FSCEO events, and the 2025 TFCA annual conference. DC Ledford stated that goals accomplished during the year included addressing record retention matters with Emergency Networking, updating the District's puppet show and educational materials, mapping the District's "green spaces" in Responder 360, creating "gear bags" for PR events, and giving a well-received presentation at the 2026 SAFE-D conference.

DC Ledford advised the Board that Division goals for 2026 included the development of a drone program, address program updates including stickers for business rear entrances, after-hours pre-plans, complete walk-throughs of complex commercial buildings by all shifts and crews, shift training "Tuesday Talks", and establishment of a Champions ESD Peer Support program. He lastly thanked the Board for their support and consideration related to personal impacts of the July 4th Kerrville floods. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser**, to approve the reports as presented. Thereafter, the Motion passed by a vote of 4 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.

At this time, the Board reopened Agenda Item 7 related to District bills and transfers. Mr. **Taylor** advised that additional transfers were needed to move funds to the District's TexPool account. After discussion, Mr. **Parker** made a Motion, seconded by Mr. **Wasser**, to approve the transfer of \$2,000,000 from the District's property tax account, into the TexPool account. Thereafter, the Motion passed by a vote of 4 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION ON THE DISTRICT'S AGREEMENT WITH EVO FOR ECONOMIC REPORTING SERVICES.

Chief Shelor informed the Board that the District's current annual cost for services by EVO, formerly MIS, would be increasing, and presented a renegotiated three (3) year contract at a total cost of \$9,025. The Board discussed the merits of reports provided by both EVO and HdL Companies, including economic forecasts for the District. After discussion, Mr. **Parker** made a Motion, seconded by Mr. **Taylor**, to approve the continued engagement of EVO through the three (3) year contract as discussed, pending legal review of those documents. Thereafter, the Motion passed by a vote of 4 to 0.

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, VEHICLES OR EQUIPMENT.

Chief Shelor informed the Board that the HOA was willing to discuss fencing issues related to securing the Station 11 parking lot. No action was taken by the Board at this time.

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 MARCH 5, 2026.

The Board then confirmed the next meeting date of Thursday, March 5, 2026 and requested items be included on that agenda related to property fencing, tax exemptions, and the Fire Chief's contract.

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 5:00 p.m. to consult with legal counsel.

The Board reconvened in Open Session at 5:27 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 convene 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.

ADJOURNMENT.

There being no further business brought before the Board, Mr. **Taylor** made a Motion, seconded by Mr. **Parker**, to adjourn the meeting at 5:31 p.m. Thereafter, the Motion passed by a vote of 4 to 0.

The foregoing minutes were reviewed and approved by the Board of Commissioners on March 5, 2026.

By: Ed Wasser
Ed Wasser
Board Secretary