MINUTES OF JUNE 4, 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 **June 4, 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 for the meeting.

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

Scott Morgan	Present
David Parker	Absent
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, Melissa Wiggins of Coveler & Peeler, P.C., District legal counsel, Christina Moore of Better Bookkeepers, Inc., 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.

ADMINISTER OATHS OF OFFICE TO RE-ELECTED COMMISSIONERS.

Ms. Wiggins administered the Oath of Office to Commissioner **Scott Morgan** and Commissioner **Jon Taylor.**

TO ELECT BOARD OFFICERS.

The Board then discussed officer elections. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser,** to maintain the current Board positions as follows:

President:	**Scott Morgan**
Vice President:	**Dave Parker**
Secretary:	**Ed Wasser**
Treasurer:	**Jon Taylor**
Asst. Treas./Secretary:	**Scott Bay**

Thereafter, the Motion passed by a vote of 4 to 0.

TO RECEIVE PUBLIC COMMENT.

No public comments were received.

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

The 2025 audit presentation was tabled for review and approval at the July Board meeting.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING DISTRICT CONSTRUCTION PROJECTS, INCLUDING BUT NOT LIMITED TO APPROVAL OF COST PROPOSALS RELATED TO THE STATION 11 FENCING PROJECT.

Chief Shelor advised that a bid for the Station 11 fencing project from Texas Fence had been received for approximately $23,000. A survey of the property had also been completed at a cost of around $700. The Greenwood Forest Homeowners' Association was preparing the necessary easement agreement with their legal counsel. Chief Shelor recommended awarding the project to Texas Fence, in the total amount of $23,310. The fencing project would begin once the easement agreement with the Greenwood Forest Homeowners' Association was complete. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to approve the project with Texas Fence as presented. Thereafter, the Motion passed by a vote of 4 to 0.

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 BUILDING.

Chief Shelor advised the Board that solicitations had been published in the Houston Business Journal related to the District's logistics building project, and that interviews with potential contractors would be held on Friday, June 26th to award the project contract. 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** advised he was working to determine the necessary minimum account balances to avoid additional service charges, and to set up positive pay on the District's operations account. No action was taken by the Board.

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

Ms. Christina Moore of Better Bookkeepers Inc. provided the monthly financial report. Mr. **Taylor** advised that once account deposits from the county and state comptroller related to property and sales tax revenues were redirected to the Frost Bank accounts, the Cadence accounts could be closed. President **Morgan** recommended maintaining a minimum balance with Cadence even after the Frost account deposits were established by legal counsel. When asked, Ms. Moore advised that approximately eighty-seven percent (87%) of property tax revenues from

2025 had been received so far. After review, Mr. **Wasser** made a Motion, seconded by Mr. **Bay,** to approve the 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 presented transfer requests in the following amounts:

Cadence Operations:	$105,040.72
Frost Operations:	$30,504.84
Cadence Payroll:	$400,755.16
Cadence Admin:	$16,501.38
Frost Admin:	$22,790.72

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. **Wasser** made a Motion, seconded by Mr. **Bay**, to approve the transfers as presented in the total amount of $575,592.82, and to pay the District bills. 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 then reviewed four (4) submittals for compensation or reimbursement by Commissioners. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser,** to approve payment of the submittals as presented. Thereafter, the Motion passed by a vote of 4 to 0.

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

Ms. Wiggins advised that clerical errors had been addressed prior to the meeting. There being no other revisions requested, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to approve the minutes as revised. Thereafter, the Motion passed by a vote of 4 to 0.

The Board then addressed agenda item No. 22 regarding the purchase of SCBA packs.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE PURCHASE OF NEW SCBA AIR PACKS AND RELATED ACCOUNTABILITY SYSTEM.

Chief Shelor advised that the SCBA air pack and accountability system had been planned for 2027 but had been accelerated to avoid accountability issues with surrounding Districts who had already ordered new units which would not work with the District's existing systems. He advised that the District's current 2019 models would be kept and other units would be donated to the forestry service once new air packs were received. He described the new air packs, including masks with blue tooth radio capabilities, and advised that the units cost $10,242 each and were under warranty as long as the District retained ownership of the units. Twenty-two (22) Scott Air-Pak XD model air packs were requested and would cost a total of $435,341 including four (4) RIT air packs, four (4) PAK tracker devices, and seventy (70) SCBA masks. The units had a life expectancy of thirty (30) years and were currently on a twelve (12) to fourteen (14) week lead time. After discussion, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to approve the purchase as presented. Thereafter, the Motion passed by a vote of 4 to 0.

The Board then returned to the regular agenda order to address item No. 14, the monthly fire report.

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

Chief Shelor then presented the monthly fire operations report, stating one hundred eight (108) calls were made during the month of April. Forty-eight percent (48%) of those calls were EMS related. Mutual aid was received three (3) times, and given fifteen (15) times to Cypress Creek, Klein, Little York, Cy-Fair, and Northwest Fire Departments. Average response times for the month totaled four minutes forty-five seconds (4:45). Six (6) car seats installations were overseen for six (6) families during the month of May, with a year-to-date total of twenty-three (23) car seat installations completed. Chief Shelor lastly noted the new memorial bell had been received after being repaired. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to approve the report 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.

Fire and Life Safety Division Chief Dustin Ledford presented the monthly Fire & Life Safety report advising twelve (12) fire alarm follow ups, twenty (20) pre-plan surveys, and seven (7) complaint follow ups were completed during the month of May. Twenty (20) businesses were updated with dispatch, three (3) emergency responses were made, and one (1) public relations event took place during the month of May.

FLSO Captain Brandon Blount addressed follow up highlights during the month, including Knox lock installations and hydrant testing on Cutten Road. DC Ledford stated that District personnel had participated in the Lone Star College CyFair Job Fair and received positive feedback from potential future personnel. He then reviewed updates on property locations which were previously addressed including the old Trustmark Bank which had now been demolished. DC Ledford lastly advised that the full-time District Chief physical agility test had been completed, a pre-survey meeting with ISO had been completed, and that District personnel had recently attended a regional Public Information Officer meeting and the Northside Emergency Services Leadership meeting. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to approve the report as presented. Thereafter, the Motion passed by a vote of 4 to 0.

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

No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION ON APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH TEXAS A&M ENGINEERING EXTENSION SERVICE RELATED TO PERSONNEL OPERATING WITH THE TEXAS TASK FORCE 1.

Chief Shelor advised the Board that Captain Barnes had previously been a member of Texas Task Force 1 and had requested to continue his participation with that team related to HAZMAT services. He would serve and deploy with the Task Force, and the District would be reimbursed for deployments through TEEX. After review, Mr. **Bay** made a Motion, seconded by Mr. **Taylor,** to approve the MOU related to Captain Barnes' participation with Task Force 1 as presented, pending legal review. 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.

Chief Shelor advised that Captain Barnes had requested to attend an FSCEO training program in the amount of $4,300 including the class, hotel, and per diem costs. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Bay,** to approve the training expense as presented. Thereafter, the Motion passed by a vote of 4 to 0.

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.

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.

No action was taken by the Board.

TO REVIEW AND ACT TO APPROVE THE REVISED COST SHARING MODEL FOR DISPATCH SERVICES THROUGH TEXAS EMERGENCY COMMUNICATIONS CENTER, INCLUDING REVISING INTERLOCAL AGREEMENTS/MEMORANDA OF UNDERSTANDING WITH OTHER PARTICIPATING EMERGENCY SERVICES DISTRICTS.

Chief Shelor advised the Board that previously, costs for dispatching services through Texas Emergency Communications Center ("TECC") were based on a combination of call volume and District coverage area, but was now being adjusted based on the number of fire stations used by each responding District. ESD 29's prior cost totaled $133,277.04 and would now total $175,190. Other Districts also served by TECC had already approved the new services agreement which would go into effect as of January 1, 2027. Outside agencies receiving services from TECC would be charged approximately $30 per call. After review, Mr. **Taylor** made a Motion, seconded by Mr. **Wasser,** to approve the cost share model for dispatch services with TECC as presented. Thereafter, the Motion passed by a vote of 4 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.

Chief Shelor presented a list of equipment including helmets, coats, gloves, pants, hoods, and boots for donation to the Texas Forestry Service as salvage items. After review, Mr. **Wasser** made a Motion, seconded by Mr. **Taylor,** to approve the donation of salvage property as presented. Thereafter, the Motion passed by a vote of 4 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 JULY 2, 2026.

The Board then rescheduled the next regular Board meeting for Thursday, July 9, 2026.

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 did not meet in Closed Session.

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

The Board did not meet in Closed Session.

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.

No action was taken by the Board.

ADJOURNMENT.

There being no further business brought before the Board, President **Morgan** adjourned the meeting at 5:11 p.m.

The foregoing minutes were reviewed and approved by the Board of Commissioners on July 9, 2026.

By: Ed Wasser

Ed Wasser
Board Secretary