

CITY OF DEER PARK  
710 EAST SAN AUGUSTINE STREET  
DEER PARK, TEXAS 77536

FD 01-179

MINUTES

OF

A MEETING OF THE DEER PARK FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD OF DIRECTORS HELD AT CITY HALL COUNCIL CHAMBERS, 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS, ON OCTOBER 21, 2019 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

SAM PIPKIN	PRESIDENT
CHARLIE JOHNSON	VICE PRESIDENT
JOHN GREEN	MEMBER
ED BRASHIER	MEMBER
SCOTT COMBS	MEMBER
DONNA TODD	TREASURER
SHANNON BENNETT	BOARD SECRETARY

1. MEETING CALLED TO ORDER – President Pipkin called the meeting to order at 5:45 p.m.
2. COMMENTS FROM AUDIENCE – None received.
3. APPROVAL OF MINUTES – Motion was made by Scott Combs and seconded by John Green to approve the minutes of the regular meeting on July 8, 2019. Motion carried unanimously.
4. CONSIDERATION OF AND ACTION ON ELECTION OF OFFICERS FOR 2019-2020  
- President Sam Pipkin called for nominations for the election of officers for President, Vice President, Secretary and Treasurer for the Fire Control, Prevention and Emergency Medical Services District Board of Directors.

Motion was made by Charlie Johnson and seconded by Ed Brashier to elect Sam Pipkin as President. Motion carried unanimously.

Motion was made by John Green and seconded by Ed Brashier to elect Charlie Johnson as Vice-President. Motion carried unanimously.

President Sam Pipkin acknowledged Shannon Bennett, City Secretary, as Secretary and Donna Todd, Finance Director, as Treasurer.

5. CONSIDERATION OF AND ACTION ON THE ANNUAL REVIEW AND AN ORDER TO ADOPT THE INVESTMENT POLICY FOR THE DEER PARK FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT – Treasurer, Donna Todd gave an overview of the updated Investment Policy in accordance with the Texas Public Funds Investment Act, making a minor change, including the recommendation of the City’s Investment Advisor, Valley View Consulting, L.L.C., to add another broker/dealer to the list of authorized broker/dealers to ensure a competitive environment if and when the City requests bids for security investment further clarification of the 2017 legislative changes incorporated in the last update. The City Council approved this change as part of its annual review of the City’s Investment Policy in September 2019, and Multi-Bank Securities, Inc. has been added to the list of authorized broker/dealers. This change has been included in the District’s policy for 2019. (Exhibit A1)

Motion was made by Charlie Johnson and seconded by Scott Combs to adopt the Investment Policy for the Deer Park Fire Control, Prevention and Emergency Medical Services District. Motion carried unanimously.

6. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2018-2019 FOURTH QUARTER ENDING SEPTEMBER 30, 2018 – Treasurer, Donna Todd presented the Financial Report and gave an overview of the statement of revenues and expenditures. (Exhibit B1-B2)

Motion was made by Scott Combs and seconded by John Green to accept the quarterly financial report for the FY 2018-2019 fourth quarter ended September 30, 2019. Motion carried unanimously.

7. QUARTERLY REPORT FROM THE FIRE CHIEF REGARDING BUDGETED EXPENDITURES, PROJECTS, AND PLANS FOR THE CURRENT FISCAL YEAR – Fire Chief, Don Davis, provided a report to the Board regarding budgeted projects and their progress. This included an update on projects completed or initiated this fiscal year, as well as planned activities and expenditures for the upcoming quarter. One of the main projects in the final stages, the EMS Station, will have a scheduled ribbon cutting on November 5, 2019. (Exhibit C1-C2)

President, Sam Pipkin asked, “Will there need to be a budget amendment to replace the carbon SCBA bottles?”

Chief Davis responded, “I don’t think so. I think we will be able to manage it.”

Member John Green asked, “Haven’t we been transmitting EKG for a while now?”

EMS Assistant Chief Andrew Smith responded, “Yes. We do it currently through Bluetooth. The computers have to be powered on and near monitors in order to do this currently. When we get these modems, the computers can be off or left in the truck and we can still transmit immediately. It will also give us functionality of transmitting to ESO’s cloud so we can keep the vital information even if we forget to transmit our reports.”

Member John Green asked, “In reference to the PM program for the fire trucks, is there talk about a similar program for ambulances?”

Chief Davis responded, “Yes there is. We have already received bids and plan to move forward with that.”

Motion was made by John Green and seconded by Eddie Brashier to accept the quarterly report from the Fire Chief regarding budgeted expenditures, projects, and plans for the current fiscal year. Motion carried unanimously.

8. CONSIDERATION OF AND ACTION ON AN AMENDMENT TO THE AGREEMENT WITH THE CITY OF DEER PARK FOR FCPEMSD PERSONNEL, VEHICLES, FACILITIES, EQUIPMENT AND INVESTMENTS – Assistant City Manager Gary Jackson advised the Board on the process of amending the annual agreement which is included in the FY 2019-2020 approved budget and states the services and duties performed by the City on behalf of the District.

Motion was made by Scott Combs and seconded by Charlie Johnson to approve the amendment to the agreement with the City of Deer Park for FCPEMSD, personnel, vehicles, facilities, equipment and investments. Motion carried unanimously.

9. ADJOURN - President Pipkin adjourned the meeting at 6:03 p.m.

ATTEST:

APPROVED:

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Shannon Bennett  
Board Secretary, TMRC

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Sam Pipkin  
President