

CITY OF DEER PARK

FD 01-195

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

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 19, 2020 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

SAM PIPKIN	PRESIDENT
CHARLIE JOHNSON	VICE PRESIDENT
FLYNT BLACKWELL	MEMBER
SCOTT COMBS	MEMBER
JOE REYNOLDS	MEMBER
HAL VAUGHAN	MEMBER
TOMMY ARCHER	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 – No comments received.
3. INTRODUCTION OF NEW MEMBERS OF THE FCPMSD BOARD OF DIRECTORS – President Pipkin acknowledged the new members to the Fire Control Emergency Medical Services District Board, Tommy Archer and Flynt Blackwell.
4. APPROVAL OF MINUTES OF REGULAR MEETING ON JULY 06, 2020 – Motion was made by Charlie Johnson and seconded by Joe Reynolds to approve the minutes of the regular meeting on July 06, 2020. Motion carried unanimously.
5. CONSIDERATION OF AND ACTION ON ELECTION OF OFFICERS FOR 2020-2021 – 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 Joe Reynolds to elect Sam Pipkin as President. Motion carried unanimously.

Motion was made by Scott Combs and seconded by Hal Vaughan to elect Charlie Johnson as Vice-President. Motion carried unanimously.

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

6. 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 recently updated Investment Policy in accordance with the Texas Public Funds Investment Act, a name change to the list of authorized broker/dealers. These changes are following a move by First Horizon National Corporation (FHN) to unify its family of companies under a single set of brand names, FTN Financial. The City Council approved this change as part of its annual review of the City's Investment Policy on September 15, 2020 and has been incorporated in the District's Investment Policy and is summarized within the Fire Control Prevention Emergency Medical Services District Investment Policy Review. (Exhibit A1)

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

7. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2019-2020 FOURTH QUARTER ENDING SEPTEMBER 30, 2020 – Finance Director Donna Todd gave an overview of the fourth preliminary and unaudited quarterly financial report for the FY 2019-2020. (Exhibit B1-B2)

Vice President Charlie Johnson commented, "I would like to add, when you sent us the preliminary report, I was sitting there doing some analysis and I was pleasantly surprised at how we didn't take a hit. I know we were all afraid we were going to take the hit. My hats off to you Ms. Todd and your team that puts all this together. I think this was a great job of forecasting a great unknown."

President Pipkin commented, "Chief Davis and his Staff did a good job on the budget according to your projection as well."

Ms. Todd commented, "It is a team effort to bring the Board good information to make good decisions."

Motion was made by Charlie Johnson and seconded by Joe Reynolds to accept the quarterly financial report for the FY 2019-2020 fourth quarter ending September 30, 2020. Motion carried unanimously.

8. QUARTERLY REPORT REGARDING BUDGETED EXPENDITURES AND PROJECTS FOR THE CURRENT FISCAL YEAR AND COMPLETED PROJECTS FROM THE PREVIOUS FISCAL YEAR – Fire Chief Don Davis gave an overview of the completed Fire and Fire Marshal projects for 2019-2020 and advised the Board of the approved projected expenditures for FY 2020-2021. (Exhibit C1-C2)

Hal Vaughan asked, “Are you replacing bunker gear or is it on a rotation?”

Chief Davis responded, “It is on a rotation.”

EMS Chief Andrew Smith gave an overview of the completed EMS projects for FY 2019-2020 and advised the Board of the approved projected expenditures for FY 2020-2021.

President Pipkin asked, “Is everyone happy with the new EMS building and is it doing what it is supposed to do?”

Chief Smith responded, “Yes, it is wonderful. The crews love it and with everyone being together now, there’s a lot more camaraderie between everybody. It is more harmonious. The building is amazing. We are very appreciative to the City and the Board for what all has been done for us.”

Motion was made by Scott Combs and seconded by Charlie Johnson to accept the quarterly report budgeted expenditures and projects for the current fiscal year and completed projects from the previous fiscal year. Motion carried unanimously.

9. CONSIDERATION OF AND ACTION ON AMENDMENT NO. 5 TO THE AGREEMENT WITH THE CITY OF DEER PARK FOR FCPEMSD PERSONNEL, VEHICLES, FACILITIES, EQUIPMENT, AND INVESTMENTS – Assistant City Manager Gary Jackson gave an overview of the fifth amendment to the agreement that incorporates activities Staff carries out on behalf of the Fire Control, Prevention and Emergency Services District.

President Pipkin commented, “I want to give a point of information for the two new Board members, what this amendment does. It states that the City of Deer Park takes care of the accounting and everything else. That way, the Board does not have to hire someone extra to do those things. That is all done by the City, also, the insurance on the vehicles goes through the City. It is just one thing the Board does not have to worry about in hiring personnel.”

Joe Reynolds asked, “Are there any changes to the agreement?”

Mr. Jackson responded, “No.”

10. ANNOUNCEMENT OF THE NEXT REGULAR FCPEMSD BOARD MEETING ON JANUARY 18, 2021 – President Pipkin acknowledged the next regular Board meeting on January 18, 2021.

11. ADJOURN – President Pipkin adjourned the meeting at 6:07 p.m.

ATTEST:

APPROVED:

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Shannon Bennett  
Board Secretary, TMRC

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Sam Pipkin  
President