

NOTICE OF MEETING
FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 2

Due to the state of emergency and/or local disaster caused by the COVID-19 pandemic, the District may exercise its authority to hold the meeting via telephone conference call because of the difficulty and risks of convening a quorum in one location. If the District holds the meeting via teleconference, then the call will be broadcast at the meeting location and recorded per the requirements of the Texas Open Meetings Act § 551.125.

Notice is hereby given that Fort Bend County Emergency Services District No. 2 will hold a meeting on **Wednesday, May 27, 2020 at 6:00 p.m.**, at the Willowfork Fire Department, located at **26950 Cinco Ranch Blvd., Katy, Texas 77494**, to consider and act upon the following matters:

- 1) **To receive comments from the public.**
- 2) **To review and take action on matters related to COVID-19, including but not limited to meeting procedures, emergency expenditures and continuity of operations per Government Code §418.1101.**
- 3) **To review, discuss and take action on the District Administrator's report:**
 - a) Discuss and take action regarding submittals by the Administration staff of thirty (30) day advance request(s) for purchase.
- 4) **To review, discuss and take action on the Finance Managers Report:**
 - a) Approve payment of District expenses and reimburse the Operating Account.
 - b) Approve the YTD reports from the Finance Manager.
 - c) To review and take action on the 2019 Financial Audit.
 - d) To discuss and take action on moving District credit card program to the Citi Commercial Card.
 - e) To invest the savings and investment accounts in accordance with the District's Investment Policy.
- 5) **To take action on consent agenda items:**
 - a) Consent Agenda – The following items are considered routine by the Board and will be enacted by one motion. No separate discussion will occur on these items unless a commissioner so requests, in which event, the item will be removed and placed on the Non-Consent Agenda:
 - i) To approve April minutes.
 - ii) To approve the Promaxima Preventative Maintenance Agreement for Station 2 and Station 3 at a cost of \$700.00 annually, per station, which includes 4 quarterly visits.
 - iii) To approve Active 911 in the amount of \$1125.00.
 - iv) To approve blank access badge cards from Fisk in the amount of \$458.90.
- 6) **To review, discuss and take action on non-consent agenda items:**
 - a) Items removed from the Consent Agenda.

7) To review, discuss and take action the Fire Chief's report:

- a) To review, discuss and take action on approval of expenses related to upcoming firefighting classes, course materials, equipment and related expenditures incurred by the District's service providers for the benefit of the District.
- b) To review, discuss and approve purchase of SCBA equipment.
- c) To review, discuss and take action on revisions to VFIS insured values and deductibles.
- d) To review, discuss and take action on District assistance with COVID 19 testing in nursing homes.
- e) To review, discuss and approve up to \$7,200.00 for replacement radios from account 54040 damaged during recent lightning storm (unbudgeted).
- f) To review, discuss and approve the repair or replacement of the AC in the electrical room at station 2.
- g) To review, discuss and take action on submittals by the Department of thirty (30) day advance request(s) for purchase.

8) To review, discuss and take action on Commissioner matters:

- a) To review, discuss and take action on SB2 matters including budget process timeline.
- b) To confirm the June 24, 2020 Board meeting.

9) To review, discuss and take action on the following matters and meet in closed session if necessary:

- a) To review, discuss and take action regarding matters related to Station 3.
- b) 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.
- c) Meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
- d) Meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
- e) Reconvene into Open Session and consider taking action on items discussed in Closed Session.

10) Adjourn:

THOMAS M. RAIA JR., PRESIDENT

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