

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

Notice is hereby given that Fort Bend County Emergency Services District No. 2 will hold a meeting on **Wednesday, February 26, 2020 at 6:00 p.m.**, at the Willowfork Fire Department, located at **24655 Westheimer Parkway, Katy, Texas 77494**, to consider and act upon the following matters:

- 1) **To receive comments from the public.**
- 2) **To review, discuss and take action on the District Administrator's report:**
 - a) To review, discuss and take action on utilizing Infinisource for COBRA Administration services.
 - b) Discuss and take action regarding submittals by the Administration staff of thirty (30) day advance request(s) for purchase.
- 3) **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 invest the savings and investment accounts in accordance with the District's Investment Policy.
- 4) **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) Approve past minutes.
 - ii) To approve the annual agreement renewal for Classic Protection Systems at all 3 stations. The cost sheet is referenced in SharePoint.
 - iii) To approve the annual renewal for Direct TV services at Station 3 at a monthly cost of \$179.97.
 - iv) To approve an estimated cost of \$1070.00 for a one-year renewal of the firewalls at Station 1 and Station 2 for security and web content.
- 5) **To review, discuss and take action on non-consent agenda items:**
 - a) Items removed from the Consent Agenda.
- 6) **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 take action on repairs for overhead door at station 1.
 - c) To review, discuss and take action on repairs to station 1 emergency generator.
 - d) To review, discuss and take action on the purchase of ballistic vests and helmets for apparatus.
 - e) To review, discuss and take action on employee cancer and health screening.
 - f) To review, discuss and take action on power washing drives and building at station 1.

- g) To review, discuss and take action on submittals by the Department of thirty (30) day advance request(s) for purchase.

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

- a) Administer oath of office to recently appointed Commissioners.
- b) To confirm the March 25, 2020 Board meeting.

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

9) Adjourn:

THOMAS M. RAIA JR., PRESIDENT

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