

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 5
Minutes of the Meeting Held on June 19, 2025

COMMISSIONERS PRESENT

Larry Hall
Luther Brady
Brent Burley
James Blaha
Sharon Cotton

OTHERS IN ATTENDANCE

Gerardo Gonzalez – EMS Chief, HCESD 5
JoAnn Kuritz – HR Director, HCESD 5
Nicole Pierce – Smith, Murdaugh, Little & Bonham, L.L.P., District Counsel
David Slattery – Slattery Tackett Architects
Joseph Ellis - McCall Gibson Swedlund Barfoot Ellis PLLC

Agenda Item No. 1

The meeting was called to order by Commissioner Cotton at 1:00 p.m. at EMS Station No. 3, 111 West Stroker Road, Crosby, Texas 77532.

Agenda Item No. 2

Ms. Cotton opened the floor up to public comment. There was no public comment received by the Board.

Agenda Item No. 3

The Board then reviewed the minutes for the regular meeting held on May 22, 2025. Commissioner Blaha made a Motion to approve the minutes as presented. The Motion was seconded by Commissioner Brady. The Motion passed by a vote of 5 to 0.

Agenda Item No. 4

The Board discussed the District's 2024 Audit. Mr. Ellis of McCall Gibson Swedlund Barfoot Ellis PLLC presented the Board with the draft 2024 Audit. He advised that the audit was a clean opinion. Commissioner Blaha made a Motion to approve the draft 2024 Audit as presented. The Motion was seconded by Commissioner Hall. The Motion passed by a vote of 5 to 0.

Agenda Item No. 5

The Board received the financial report and the bills for payment from by Ms. Kuritz. Following review of same, Commissioner Burley made a Motion to approve the financial report as presented. The Motion was seconded by Commissioner Blaha. The Motion passed by a vote for 5 to 0. Commissioner Blaha made a Motion to approve the bills for payment as presented. The Motion was seconded by Commissioner Hall. The Motion passed by a vote of 5 to 0.

Agenda Item No. 6

The Board received the monthly investment report prepared by Ms. Kuritz. No action was required by the Board at this time.

Agenda Item No. 7

The Board received the monthly ambulance billing report prepared by Ms. Kuritz. No action was required by the Board.

Agenda Item No. 8

The Board received a monthly report from the EMS Chief Gerardo Gonzalez. He reported final touches are finishing up at Station 3. He advised that the portable oxygen bottles have arrived and they are preparing to move into filling and using their own oxygen bottles. He reported no issues at Stations 1 or 2 or any of the apparatuses. He reported that Hernando has been doing a great job at keeping up with all the maintenance work and keeping the units in service and that Alamo Repair Shop has been great to work with and getting the repairs done quickly. He reported that the delivery date for the two new ambulance is scheduled for mid-July. He advised that there were no personnel issues and that morale continues to remain high and that everyone helped and did a great job at the Crosby cookoff/rodeo and Crosby HS graduation. Commissioner Burley asked how many employees are employed. Chief Gonzalez advised that there are thirty-six (36) full time employees and seven (7) part time employees and that the District is fully staffed. Chief Gonzalez also reported on the meeting with representatives from the ATV-park and Crosby Fire Department. He advised the Board that the ATV-park is being more proactive and they are going to have full-time security and specific staging areas for EMS during call events. The Board thanked the Chief for his report.

Agenda Item No. 9

There were no capital requests presented at this time.

Agenda Item No. 10

The Board received a monthly report from Ms. Kuritz, Director of Human Resources and Finance. Ms. Kuritz reported that the Peer Support Team is underway and that a joint training is being scheduled in August at Station 3 and will be open to multiple agencies. She reported that after discussing same with the District's realtor, that it was decided to not have the property for sale cleared and that instead the staff will work on coordinate a cleanup day for the property to clean up trash/debris. She advised that the District received a reimbursement check for the stolen UTV and that Chief is working on purchasing a new one to replace the stolen one. She reported that she and Lindy will be attending the SHRM Conference in San Diego. There was discussion on the review of the recent voter/street list and getting those properties to Ms. Pierce asap so she could work with the tax office and appraisal district so we could get those properties coded correctly so they are included on the upcoming tax rolls. No action was required by the Board.

Agenda Item No. 11

The Board did not enter into Closed Session.

Agenda Item No. 12

There was no action required related to personnel matters following Closed Session.

Agenda Item No. 13

There was no action required related to real estate matters following Closed Session.

Agenda Item No. 14

The Board received an update from the construction committee and Mr. Slattery of Slattery Tackett Architects related to Station 3. Commissioner Blaha mentioned an issue with the oxygen generator room door and the bay doors that need to be looked at by MACO. Mr. Slattery presented the Board with the Final Pay Application related to the close out items amount totaling \$157,000. He advised that he still needed to review the pay application. After review, Commissioner Burley made a Motion to approve the Final Pay Application in the amount of \$157,000.00, pending architect certification. The Motion was seconded by Commissioner Brady. The Motion passed by a vote of 5 to 0.

Agenda Item No. 15

There was no discussion needed at this time related to the planned projects, including the Administration Building, Station 1 and Station 4.

Agenda Item No. 16

The Board's next regular meeting will be held on **July 24, 2025 at 1:00 p.m.** at the new **EMS Station 3 located at 111 West Stroker Road, Crosby, Texas 77532.**

Agenda Item No. 17

The meeting was adjourned at 2:20 p.m.

Board Secretary