



## Waller-Harris Emergency Service District 200

540 Ellen Powell  
Prairie View, Texas 77445-8000  
936-372-8084

The Board of Commissioners of Waller-Harris Emergency Services District 200 (*the District*) met in a meeting, open to the public, at WHESD200 Station 81/District Administration Building located at 540 Ellen Powell, Prairie View, Texas 77455 on May 20, 2025 at 5:30 P.M.

### **Commissioners**

<b>Brenda Bundick</b>	<b>Present</b>
<b>Ann Saunders</b>	<b>Present</b>
<b>Melinda Hashaw</b>	<b>Present</b>
<b>Sherry Whiteley</b>	<b>Present</b>
<b>Brian Davis</b>	<b>Present</b>

Also present, Acting Fire Chief Will McDugle, Assistant Chief James Jones, Division Chief Joseph Nguyen, Administrative Director Lisa Denecamp, Administrative Manager Julia Peterson, Dwayne Hajek, and Jimme Orsak.

1. **Call meeting to order.** The meeting was called to order by President Bundick at 5:31 P.M.
2. **Pledge of Allegiance.** The pledge of allegiance was conducted by Commissioner Davis.
3. **Invocation.** Commissioner Hashaw gave the invocation.
4. **To receive public comment.** President Bundick asked if anyone signed up for Public Comments. There were no public comments.
5. **To receive the financial report from the District Bookkeeper.** Administrative Director Lisa Denecamp presented the District's financials. Ms. Denecamp went over the property tax deposits and bank statements. Commissioner Hashaw made a motion seconded by Commissioner Saunders to approve the financial report as presented. No action was taken. For more detailed information concerning the District's financial condition, see the financial reports on file with the District.
6. **Consent Agenda.** President Bundick asked if any items needed to be removed from the consent agenda to the non-consent agenda. No items were removed from the consent agenda. President Bundick asked if the Commissioners reviewed the consent agenda items and had any questions. Commissioner Davis made a motion seconded by Commissioner Saunders to approve the consent agenda items: meeting minutes for April 15, 2025, approve the financial report and payment of all bills. After discussion, President Bundick called for a vote and the vote passed 4-0 with President Bundick abstaining.
7. **Non-Consent Agenda.** There were no non-consent agenda items.
8. **To review, discuss and take action regarding FNB.** The Board discussed whether to move any money from FNB. Administrative Director Lisa Denecamp informed the Board that FNB did not have an interest rate such as Texas Class. The Board discussed whether to move any money from FNB to Texas Class. Commissioner Saunders made a motion seconded by Commissioner Whiteley to move three million three hundred thousand (\$3,300,000) from FNB to Texas Class. After discussion, President Bundick called for a vote and the vote passed 5-0.
9. **To review, discuss and take action regarding payment to District providers.** The Provider reports were given to the Commissioners. All providers submitted their reports. Commissioner Saunders made a motion seconded by Commissioner Hashaw to approve payment to all providers. After discussion, President Bundick called for a vote and the vote passed 4-0 with President Bundick abstaining.

**10. To receive a presentation from HR Organizology and take necessary action.** Dr. Angela Zacharias from Organizology presented to the Board the services Organizology provides. No action was taken.

**11. To designate the Harris County Tax Assessor-Collector's Office and the Waller County Tax Assessor-Collector's Office to prepare the District's No New Revenue Tax Rate and related tax rate calculations for 2025, and to authorize District counsel to publish the necessary 2025 Tax Rate setting notices.** Legal Counsel Krystine Ramon presented to the Board that each year, the District must designate a Tax Assessor to calculate the District's tax rates and that such notices must be published. Commissioner Davis made a motion seconded by Commissioner Saunders to designate the Harris County Tax Assessor-Collector's Office and the Waller County Tax Assessor-Collector's Office to prepare the District's No New Revenue Tax Rate and related tax rate calculations for 2025, and to authorize District counsel to publish the necessary 2025 Tax Rate setting notices. After discussion, President Bundick called for a vote and the vote passed 4-0 with President Bundick abstaining.

**12. To approve a resolution to ratify ongoing engagement of delinquent tax collection counsel and to impose penalties under Tax Code section 33.07, 33.08, and 33.11 to fund delinquent tax collection legal fees.** Legal Counsel informed the board that the District took such action last year and did not need to take action. No action was taken.

**13. To review, discuss and take action on Request for Proposal for Bookkeeping Services.** Commissioner Saunders made a motion seconded by Commissioner Hashaw to approve legal counsel to go out for an RFP for Bookkeeping Services. After discussion, President Bundick called for a vote and the vote passed 5-0

**14. To review, discuss and take action on matters related to construction, renovation, repair, maintenance and improvements to District facilities and real property, including engagement of design professionals or engineering services, selection of builders/contractors and cooperation with other county entities regarding the development of stations, including action on construction financing.** Dwayne Hajek presented to the Board that the District sent out an RFP for bids for a ramp at Station 71. Mr. Hajek informed the Board he has received two proposals back. Mr. Hajek presented a proposal from Square Concrete for fifty-six thousand six hundred dollars (\$56,600.00) and a proposal from A-Plus Construction for sixty-four thousand one hundred and thirty-one thousand dollars (\$64,131.00). Commissioner Davis made a motion seconded by Commissioner Saunders to approve the lowest proposal for a ramp for Station 71 from Square Concrete for fifty-six thousand six hundred dollars (\$56,600.00). After discussion, President Bundick called for a vote and the vote passed 5-0. Acting Fire Chief Will McDugle presented to the Board pay application number one (1) to Construction Masters of Houston for sixty-eight thousand two hundred and twenty-three dollars and thirty-eight cents (\$68,223.38) for Station 43. Commissioner Hashaw made a motion seconded by Commissioner Davis to approve pay application number one (1) to Construction Masters of Houston for sixty-eight thousand two hundred and twenty-three dollars and thirty-eight cents (\$68,223.38) for Station 43. After discussion, President Bundick called for a vote and the vote passed 5-0. Chief McDugle presented to the Board that Mr. Martinez sent proposals for Station 71, that will be reviewed at the June meeting. Chief McDugle discussed with the Board when they would like to have the ribbon cutting for Station 42. The Board decided by general consent the ribbon cutting would be held on June 16, 2025 at 9:00 A.M. Dwayne Hajek presented to the Board additional service fees from Ricardo Martinez for septic services at Station 72 in the amount of sixteen thousand five hundred dollars (\$16,500). Commissioner Whiteley made a motion seconded by Commissioner Hashaw to approve the additional service fees from Ricardo Martinez for septic services at Station 72 in the amount of sixteen thousand five hundred dollars (\$16,500). After discussion, President Bundick called for a vote and the vote passed 5-0

**15. To receive a report from Waller EMS and take any necessary action.** Chief of Waller EMS Rhonda Getschman presented her report. Chief Getschman presented that there were seven hundred and forty-two (742) calls for the month of April with an average response time of ten minutes and ninety-seven seconds (10:97). There were five (5) Air Medicals. Training for the month was on Handtevy, peer support and CPR for law enforcement. Dr. Buzzard did a three (3) day training for the District and has been conducting ride alongs. Every Wednesday, Dr. Buzzard does a lecture for employees. There will be upcoming PALS and ACHL training. No action was taken.

**16. To receive a report from the Chief/Director of Emergency Services and command staff and take any necessary action related thereto including any needed maintenance, replacements, improvements related to the District's operations, apparatus, equipment, vehicles, training, and testing.** Assistant Chief James Jones presented to the Board that there was over fifteen hundred (1500) hours of training for full-time employees, one thousand (1,000) hours for part-time employees and one hundred and fifty-two hours (152) for volunteers. Assistant Chief Jones informed the Board that there would be a live burn this week for all employees and volunteers. Division Chief Joseph Nyguen presented to the Board that is working on radio and clearing the signals. Administrative Director Lisa Denecamp said that this past month the District did an HR training with Mike McCall. Ms. Denecamp informed the Board that a new Administrative Assistant

would be starting at the end of May. Chief Will McDugle informed the Board that there were four hundred and seventy-one (471) calls for the month of April and year-to-date of one thousand seven hundred and eighty-three (1,783) calls. Chief McDugle presented a proposal to purchase a 2024 F-350 4x4 through Buy Board for fifty-six thousand nine hundred and ninety-five dollars (\$56,995). Chief McDugle said the insurance check in the amount of thirty one thousand one hundred and eighty dollars (\$31,180) from their insurance will be used to go toward the purchase of the 2024 F-350 4x4. Commissioner Davis made a motion seconded by Commissioner Whiteley to approve purchasing the 2024 F-350 4x4 through Buy Board for fifty six thousand nine hundred and ninety-five dollars (\$56,995). After discussion, President Bundick called for a vote and the vote passed 5-0. Chief McDugle presented a proposal to the Board from Siddons Martin to repair E166993 in the amount of twenty-four thousand eight hundred and forty-four dollars and four cents (\$24,844.04). Commissioner Davis made a motion seconded by Commissioner Hashaw to approve the proposal from Siddons Martin to repair E166993 in the amount of twenty-four thousand eight hundred and forty-four dollars and four cents (\$24,844.04). After discussion, President Bundick called for a vote and the vote passed 5-0. Chief McDugle presented to the Board a proposal from RitFit for gym equipment for four (4) stations in the amount of eight thousand seven hundred and fifty-nine dollars and eighty-four cents (\$8,759.84). Commissioner Whiteley made a motion seconded by Commissioner Hashaw to approve the proposal from RitFit for gym equipment for four (4) stations in the amount of eight thousand seven hundred and fifty nine dollars and eighty-four cents (\$8,759.84). After discussion, President Bundick called for a vote and the vote passed 5-0. Chief McDugle presented a purchase request for twelve (12) AEDs in the amount of thirty thousand two hundred and fifty-five dollars and thirty-six cents (\$30,255.36) from STRYKER. Commissioner Saunders made a motion seconded by Commissioner Whiteley to approve the purchase request for twelve (12) AEDs in the amount of thirty thousand two hundred and fifty-five dollars and thirty-six cents (\$30,255.36) from STRYKER. After discussion, President Bundick called for a vote and the vote passed 5-0. Chief McDugle presented to the Board that Waller VFD had leftover money in their budget and would like to use the money to go towards purchasing an Ice Machine. Commissioner Hashaw made a motion seconded by Commissioner Davis to approve Waller VFD to purchase an Ice Machine from Houston Ice Machine in the amount of six thousand five hundred dollars (\$6,500). After discussion, President Bundick called for a vote and the vote passed 5-0. Chief McDugle informed the Board that Medic 8 received insurance money in the amount of fifteen thousand dollars (\$15,000). Siddons Martin provided a quote for repairs to Medic 8 in the amount of ten thousand seven hundred and sixty-two cents (\$10,700.62). Commissioner Davis made a motion seconded by Commissioner Saunders to approve the quote from Siddons Martin to repair Medic 8 in the amount of ten thousand seven hundred and sixty-two cents (\$10,700.62). After discussion, President Bundick called for a vote and the vote passed 5-0.

**17. To review, discuss and take action for the sale or disposal of obsolete surplus and/or salvage property pursuant to Texas Health and Safety Code §775.0735.** No action was taken.

**18. To approve contracts with District Providers, including Fire and EMS.** Commissioner Davis made a motion seconded by Commissioner Saunders to approve the 2025 provider contacts for distribution with a return deadline of June 17, 2025. After discussion, President Bundick called for a vote and the vote passed 4-0 with President Bundick abstaining.

**19. To review discuss and approve Medical Director Contract.** No action was taken.

**20. To receive any committee reports and take any necessary action related to the reports.** No action was taken.

**21. To review, discuss and take action to schedule future District meeting(s).** The next regular meeting is scheduled for June 17, 2025 at 5:30 P.M.

**22. To meet in Closed Session pursuant to Government Code section 551.071 to consult with legal counsel.** The Board chose to enter closed session pursuant to Government Code section 551.071 to consult with legal counsel at 7:14 P.M. and came out of closed session at 8:24 P.M.

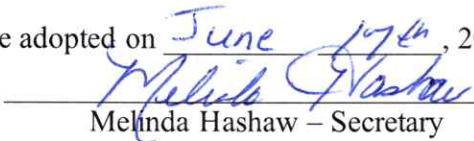
**23. To meet in Closed Session pursuant to Government Code section 551.072 to deliberate regarding real estate matters.** The Board chose not to enter closed session pursuant to Government Code section 551.072 to discuss real estate matters.

**24. To meet in Closed Session pursuant to Government Code section 551.074 to discuss personnel matters.** The Board chose to enter closed session pursuant to Government Code section 551.074 to discuss personnel matters at 7:14 P.M. and came out of closed session at 8:24 P.M.

**25. To review, discuss and take action regarding real estate.** No action was taken.

**26. To review and act on personnel issues.** Commissioner Whiteley made a motion seconded by Commissioner Hashaw to approve the hourly rate of the Acting Fire Chief per the adopted pay scale of the Fire Chief effective May 13, 2025. After discussion, President Bundick called for a vote and the vote passed 5-0.

**27. Adjournment.** President Bundick asked if there was any further business that needed to be discussed. There being no further business, President Bundick adjourned the meeting at 8:28 P.M.

These minutes were adopted on June 17<sup>th</sup>, 2025 by a vote of 5 to 0  
  
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Melinda Hashaw – Secretary