# 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 August 19, 2025 at 5:30 P.M.

| **Commissioners** | |
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| **Brenda Bundick** | **Present** |
| **Ann Saunders** | **Present** |
| **Melinda Hashaw** | **Present** |
| **Sherry Whiteley** | **Present** |
| **Brian Davis** | **Present** |

Also present, Acting Fire Chief Will McDugle, Assistant Chief James Jones, Division Chief Joseph Nguyen, and Administrative Director Lisa Denecamp.

1. **Call meeting to order.** The meeting was called to order by President Bundick at 5:45 P.M.

2. **Pledge of Allegiance.** The pledge of allegiance was conducted by Commissioner Davis.

3. **Invocation.** Assistant Chief Jones gave the invocation.

4. **To receive public comment.** President Bundick asked if anyone signed up for Public Comments. Silas Garrett and Cindy Jenkins signed up for public comments. Silas Garrett and Cindy Jenkins presented to the Board that they were requesting an easement by necessity to get out of their property onto a public road. Mr. Silas and Ms. Jenkins informed the Board that their property was landlocked.

5. **To receive the financial report from the District Bookkeeper**. Christina Moore with Better Bookkeepers went over the financial report, including the property tax deposits, bank statements and sales tax. 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 July 15, 2025 and July 25, 2025, approve the financial report, and payment of all bills as presented. After discussion, President Bundick called for a vote and the vote passed 4-0 with Commissioner Bundick abstaining.

7. **Non-Consent Agenda.** There were no non-consent agenda items.

8. **To review, discuss and take action regarding payments to District Providers.** The Provider reports were given to the Commissioners. All providers submitted their reports. Commissioner Saunders made a motion seconded by Commissioner Davis to approve payment to all providers. After discussion, President Bundick called for a vote and the vote passed 4-0 with President Bundick abstaining.

9. **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.** Ricardo Martinez from Martinez Architects presented his report to the Board. Regarding Station 72, Mr. Martinez presented pay application number one (1) to Law Construction for the

amount of ninety eight thousand four hundred and ninety one dollars and twenty five cents ($98,491.25). Demolition has begun inside the Station 72 building. Mr. Martinez informed the Board that he is waiting on the septic permit. The contractor is working on the build out with AS1 and AS2 modifications. Demolition and plumbing are ongoing. Mr. Martinez informed the Board that there may be a possible water leak on the roof, and they are looking into it. Commissioner Saunders made a motion seconded by Commissioner Hashaw to approve pay application number one (1) to Law Construction for the amount of ninety eight thousand four hundred and ninety one dollars and twenty five cents ($98,491.25). After discussion, President Bundick called for a vote and the vote passed 5-0. Regarding Station 43, pay application number four (4) was presented from Construction Masters of Houston for four hundred and fifteen thousand five hundred and forty eight dollars and forty two cents ($415,548.42). Mr. Martinez informed the Board that he will be meeting with the review board of the subdivision to discuss screens of unit, signage and vegetation, to see if any changes need to be made and what that will cost. Mr. Martinez stated that Centerpoint won't have a transformer out there until fifty (52) weeks. The generator should have a delivery date between August 25, 2025 through September 14, 2025. Mr. Martinez presented a proposal from Municipal District Service (MDS) for Station 43 for a tap fee of sixty two thousand two hundred dollars ($62,200). Commissioner Saunders made a motion seconded by Commissioner Whiteley to approve pay application number four (4) as presented from Construction Masters of Houston for four hundred and fifteen thousand five hundred and forty eight dollars and forty two cents ($415,548.42). After discussion, President Bundick called for a vote and the vote passed 5-0. Regarding Station 71, Mr. Martinez informed the Board that a spray test was conducted and did leak in the building. Commissioner Saunders made a motion seconded by Commissioner Whiteley to approve the proposal from Municipal District Service (MDS) for Station 43 for a tap fee of sixty two thousand two hundred dollars ($62,200).

**10. <u>To receive a report from Waller EMS and take any necessary action.</u>** Chief Getschman informed the Board that there were seven hundred and eighty eight (788) calls in July with sixty eight (68) calls being over ten (10) minutes. Training was conducted for life light, air training and school shooter training. There was one (1) ALS training with one (1) CPR training and one (1) training class with the School District. Chief Getschman informed the Board that at the Monaville Station 31, the bay door broke off the track and will be fixed within five (5) weeks. Chief informed the Board that EMS will move their reserve to Hempstead. The new ambulances will arrive on Thursday of the current week. Chief Getschman informed the Board that a supervisor position has been posted. No action was taken.

**11. <u>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.</u>** Assistant Chief James Jones presented to the Board that there was a swift water/boat training that the District attended with the Fire Marshal's Office. Assistant Chief Jones informed the Board that the District conducted life light training and three (3) aerial operator trainings. Two (2) additional firefighters have been hired for the District, putting the District at fully staffed. There were four hundred and eight seven (487) calls for the month of July with a year to date total of three thousand one hundred and forty three (3,143) calls. Assistant Chief Jones stated that the call volume was up. The average response time was nine minutes and twenty eight seconds (9:28). Division Chief Ngyuen informed the Board that that there was a storm in the morning that affected the radio tower in the South County but was up and running. The District held its fit test, and eighty percent (80%) were tested. Chief Ngyuen informed the Board that gear sizing has been completed for all twenty seven (27) sets. The link with Responder 360 has been completed. Lisa Denecamp informed the Board that she is working with Better Bookkeepers to help clean up the District's books. Chief McDugle informed the Board that Fleet for District 6 is at the shop getting graphics. Medic 8 is at the shop for door repair. Engine 72 is make ready for September. Two (2) remounts will be received by the end of the current week. Mechanic interviews have been conducted for a new hire. Chief McDugle presented to the Board a proposal from LCRA for two (2) boat rescues. Chief informed the Board that this would be through a grant and the grant would pay fifty thousand ($50,000) and the ESD would be required to pay seventeen thousand eight hundred and eight dollars ($17,808). Commissioner Davis made a motion seconded by Commissioner Saunders to approve the purchase of two (2) rescue boats from LCRA for seventeen thousand eight hundred and eight dollars ($17,808). After discussion, President Bundick called for a vote and the vote passed 5-0. Chief McDugle presented to the Board a 2025 Ford 250 vehicle for the Assistant Chief for ninety one thousand two hundred and ninety four dollars and twenty five cents ($91,294.25). The proposal was through a Sourcewell Contract. Commissioner Davis made a motion seconded by Commissioner Saunders to approve the proposal for a 2025 Ford 250 vehicle for the Assistant Chief for ninety one thousand two hundred and ninety four dollars and twenty five cents ($91,294.25). After discussion, President Bundick called for a vote and the vote passed 5-0. Chief McDugle presented a proposal from Alanz Construction for construction on the detention pond for Station 72 in the amount of five thousand six hundred and forty nine dollars and ninety nine cents ($5,649.99) and from A+ Construction for Station 72 for the detention pond for removal, overgrowth, erosion, reshape and regrade the detention pond for ten thousand dollars ($10,000). Chief presented a proposal for bay fans at Station 71 for six thousand nine hundred dollars ($6,900) and for the installation of the fan at twenty one thousand five hundred and fifteen dollars ($21,515). Commissioner Saunders made a motion seconded by Commissioner Whiteley to approve the proposals as presented by

Chief McDugle for Station 72 and Station 71. After discussion, President Bundick called for a vote and the vote passed 5-0.

12. **To receive and act to approve the purchase, funding, financing and payment for capital assets, including construction, vehicles, fire-fighting apparatus and equipment and for non-capital items and expenses**. No action was taken.

13. **To review, discuss and take action regarding dispatch and dispatch services**. Legal counsel presented an interlocal agreement with Waller County regarding a lease and facility use of Station 72. Commissioner Saunders made a motion seconded by Commissioner Hashaw to approve the interlocal agreement between the District and Waller County. After discussion, President Bundick called for a vote and the vote passed 5-0. Legal counsel presented an agreement for dispatching services with WestCom. Commissioner Saunders made the motion seconded by Commissioner Hashaw to approve the dispatching services agreement with Westcom. After discussion, President Bundick called for a vote and the vote passed 5-0.

14. **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.** Chief McDugle presented to the Board three (3) ambulances, a 2012,2016 and 2018 for surplus and two (2) chassis with a box, a 2016 and 2018 for surplus. For salvage, Chief McDugle presented three (3) dodge cab and chassis were presented along with two (2) dodge ambulances, two (2) cabinets from Station 71, seven (7) wood lockers from Station 60, one (1) three (3) door wood locker from Station 6, four (4) clothes washers, two (2) electric clothes dryers, three (3) gasoline portable generators, miscellaneous electrical components, nine (9) assorted doors from station remodels, assorted old radio/pager equipment, scrap file cabinets, two (2) amkus cutters, one (1) amkus spreader, two (2) amkus rams, one (1) floor buffer and 2002 SCBAs to Helping Hands. Commissioner Davis made a motion seconded by Commissioner Saunders to approve the items as presented for surplus and salvage. After discussion, President Bundick called for a vote and the vote passed 5-0.

15. **To receive any committee reports and take any necessary action related to the reports.** Chief McDugle presented to the Board that he would like a subcommittee for the apparatus committee. Through general consent the Board stated they had no issue creating a subcommittee.

16. **To review, discuss and take action to schedule future District meeting(s).** The next meeting is scheduled for September 16, 2025 at 5:30 P.M. No action was taken.

17. **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 6:43 P.M. and came out of closed session at 7:39 P.M.

18. **To meet in Closed Session pursuant to Government Code section 551.072 to deliberate regarding real estate matters.** The Board chose to enter closed session pursuant to Government Code section 551.072 to discuss real estate matters at 6:43 P.M. and came out of closed session at 7:39 P.M.

19. **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 6:43 P.M. and came out of closed session at 7:39 P.M.

20. **To review, discuss and take action regarding real estate.** Commissioner Davis made a motion seconded by Commissioner Saunders to not grant the easement on Porter Rd as requested. After discussion, President Bundick called for a vote and the vote passed 4-0 with Commissioner Whiteley abstaining. Commissioner Hashaw made a motion seconded by Commissioner Saunders to approve the amendment to the Porter Rd. listing as discussed in closed session. After discussion, President Bundick called for a vote and the vote passed 4-0 with Commissioner Whiteley abstaining.

21. **To review and act on employment/personnel issue, including policies, handbooks, procedures, hiring, retention, compensation, benefits, scheduling, complaints and discipline of District employees, including administrative staff, fire suppression staff, executive staff and Fire Chief.** Commissioner Whiteley made a motion seconded by Commissioner Davis to approve posting the hiring of a Fleet Manager. After discussion, President Bundick called for a vote and the vote passed 5-0. Commissioner Davis made a motion seconded by Commissioner Whiteley to approve Will McDugle as the

Fire Chief of Waller-Harris Emergency Services District No. 200 effective immediately. After discussion, President Bundick called for a vote and the vote passed 5-0.

22. **To review, discuss and take action regarding Commissioner vacancy.** Legal counsel informed the Board that she received a resignation letter from Commissioner Saunders effectively immediately. Legal counsel informed the Board that per section 775.044 of the Texas Health and Safety Code, the vacancy must be filled within ninety (90) days by the remaining board members, if not then the Waller County commissioners court would fill the vacancy. Legal counsel informed the Board that per Article XVI, section 17 of the Texas Constitution, Commissioner Saunders would be in holdover status until the vacancy is filled for the remainder of the term. Commissioner Hashaw made a motion seconded by Commissioner Davis to approve Commissioner Saunders resignation. After discussion, President Bundick called for a vote and the vote passed 4-0, with Commissioner Saunders abstaining.

23. **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 7:49 P.M.

These minutes were adopted on Sept 16, 2025 by a vote of 3 to 0

Melinda Hashaw

Melinda Hashaw – Secretary