

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 21
Minutes of the Meeting Held on October 7, 2025

LOCATION: Fire Station No. 3, 19720 Becker Road, Hockley Texas 77447

COMMISSIONERS PRESENT

James Oswalt
Nolan Butterfras
David Flower
Naomi Kleb
Hardy LeBlanc

OTHERS IN ATTENDANCE

Jason DeVries, District's Fire Chief
Christopher Reyes, District's Assistant Fire Chief
Jennifer Talley, District's Assistant Chief of Administration
Lori Grogg, Office Manager
Scott Webb, District Chief
David Slattery, Slattery Tackett Architects
Randall F. Parr, District Bookkeeper
Lisa Covington, District Bookkeeper
Angie Zacharias, HR
Krystine Ramon of Coveler & Peeler, P.C., District's Legal Counsel
Members of HCESD 21

- 1) Call meeting order. The meeting was called to order by Commissioner Oswalt at 8:31 a.m. James Oswalt, David Flower, Naomi Kleb, Nolan Butterfras and Hardy LeBlanc were all present and a quorum was established.
- 2) To receive public comment. There were no public comments given.
- 3) To approve the Minutes of prior meeting(s). Commissioner Kleb made a motion to approve the meeting minutes from the September 9, 2025 regular meeting. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 5 to 0.
- 4) To receive and approve the financial report from District Bookkeeper, including approval of District expenses and bills. Mr. Parr presented the monthly financial report to the Board. Mr. Parr went over the District's cash balances and budget versus actuals. Mr. Parr went over investments, the separation of maintenance and operations and debt. Mr. Parr also presented the District's sales tax for the month. Commissioner Kleb made a motion to approve the financial report as presented and approve the listed expenses including bills. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 5 to 0. For more detailed information concerning the District's financial condition, see the financial reports on file with the District.

- 5) To review and take any necessary action on amendments to District 2025 Budget. There were no amendments at this time. No action was taken.
- 6) To review, discuss and take action on matters related to Station 3 on Becker Road. Chief DeVries informed the Board that the AC went out in the watch office again. Chief informed the Board that it is a compressor issue that is locked up, including a power issue on the voltage. Chief is waiting to hear from an electrician regarding issues with the coils. While inspecting the AC units, Chief informed the Board that all AC units still had their manuals in the units and they were blocking the system, where some mold has grown around where the manuals were. Chief DeVries discussed with the Board a need for lights and a fan on the outside patio. Chief presented a proposal from EPSC for four (4) feet lights and a twenty four (24) inch fan on the patio for five thousand six hundred and fifty dollars (\$5,650.00). Chief DeVries presented a proposal from EPSC for re-mulching around Station 53 for two thousand five hundred (\$2,500). Commissioner Kleb made a motion to approve both proposals from EPSC. The motion was seconded by Commissioner LeBlanc. The motion passed 4 to 0 with Commissioner Butterfras abstaining. Mr. Slattery informed the Board that Wiesner has recommended that the District do a swale to re-direct some of the water and the need to re-grade at Station 53. Foundation measurements have begun at Station 53, which will be quarterly to measure the shifting of the building.
- 7) 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. Mr. Slattery presented to the Board that Station 51 had its final walkthrough and substantial completion was given on October 1, 2025. Mr. Slattery presented pay application number three (3) from MACO for ninety three thousand two hundred and thirty six dollars and eleven cents (\$93,236.11). Commissioner Kleb made a motion to approve pay application number three (3) from MACO for ninety three thousand two hundred and thirty six dollars and eleven cents (\$93,236.11). The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0. Regarding Station 57, Mr. Slattery received eight (8) proposal responses. Mr. Slattery will be meeting with the construction committee from ESD 3 and ESD 21 to discuss and review the proposals. Regarding Station 52, the GMP drawings have been sent to Brookstone and are currently evaluating the GMP estimate. Permits are currently in review with Harris County. Construction for Station 57 should begin in January.
- 8) To receive an operations report from Fire Chief Jason DeVries and take any necessary action related to his report. Assistant Chief Christopher Reyes presented that for the month of September there were one hundred and twenty seven (127) calls. There were sixty nine (69) EMS calls, fifty one (51) other calls and seven (7) fire calls. There were two (2) vehicle fires and one (1) outside fire. The average

turnout time was two minutes and six seconds (2:06) with an average travel time of ten minutes and thirty six seconds (10:36). Chief DeVries informed the Board that the average training hour per person were eleven point forty nine (11.49) hours for a total of two hundred and eighty seven point three (287.3) training hours total for August. Five members attended the swift water rescue training on September 17th- 19th in New Braunfels. Four (4) members will attend the swift water training on October 13th-15th. Live burns are scheduled for October 6th, 20th and 28th for all shifts. The annual hazmat refresher with Waller-Harris ESD 200 on October 21, 2025. Jenni Talley, District's Assistant Chief of Administration, informed the Board that the District participated in a three (3) part segment for HR professional conduct and conflict resolution. Chief Talley presented the Worker's Compensation renewal from Texas Mutual for out-of-network for twenty thousand four hundred and sixty three dollars and fifteen cents (\$20,463.15). Chief Talley presented the Blue Cross Blue Shield premium for health insurance for one thousand six hundred and seventy five dollars and seventy cents (1,675.70) per month. Commissioner Kleb made a motion to approve the Texas Mutual Worker's Compensation and Blue Cross Blue Shield premium. The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0. Battalion Chief Aguilar thanked the District for their health insurance coverage.

- 9) To review 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.
- 10) 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.
- 11) To meet in Closed Session under Government Code Section 551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or matters which require confidentiality under Disciplinary Rules of Professional Conduct of the State Bar of Texas. The Board went into closed session at 9:33 a.m. and came out of closed session at 10:39 a.m.
- 12) To meet in Closed Session pursuant to Government Code Section 551.072 to deliberate regarding real estate matters. The Board chose not to go into closed session.
- 13) To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters. The Board went into closed session at 9:33 a.m. and came out of closed session at 10:39 a.m..
- 14) To review, discuss and take action regarding any real estate matters. No action was taken.
- 15) To review, discuss and take action regarding personnel matters. Commissioner Kleb made a motion to approve the job posting of a Division Chief of Training. The motion was seconded by Commissioner LeBlanc. The motion passed 5 to 0.

- 16) To set meeting date for November 2025. The Board confirmed the next regular meeting will be November 11, 2025 at 8:30 a.m with a joint meeting on October 23, 2025 at 9:00 a.m..
- 17) Adjournment. Commissioner Kleb made a motion to adjourn the meeting. The motion was seconded by Commissioner LeBlanc. The motion passed by a vote of 5 to 0.
- The meeting adjourned at 10:41 a.m.