

NOTICE OF PUBLIC MEETING

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 11

Notice is hereby given pursuant to the Texas Government Code, Section 551, as amended that the Board of Commissioners (the "Board") of Harris County Emergency Services District No. 11 (the "District") will meet in regular session, open to the public, at **9:00 a.m., Thursday, January 21, 2021, at the District's Administration Building, 18334 Stuebner Airline Road, Spring, Texas 77379**, a location within the District, at which the subject of and matters to be considered and acted upon will include the following:

1. Call meeting to order and moment of silence for prayer and reflection;
2. Public comments (2 minute limit per person or 5 minute limit per subject, whichever is less);
3. Approve the minutes of the regular meeting of December 17, 2020 and the minutes of the special meetings of December 7, 2020 and December 30, 2020;
4. Status of transition to new intersection preemption controller devices, including authorize additional payment(s) related to same, as necessary;
5. MedStar Report;
6. Executive Director's and District Administration Report, including:
 - a. status of interviews of and offers of employment, including middle-management positions, including IT Manager, Communications Manager and Operations Manager;
 - b. status of establishing necessary vendor accounts for District administration purposes;
 - c. status of procurement of Texas Department of State Health Services emergency medical services provider license;
 - d. authorize enrollment as a Medicare provider, as necessary;
 - e. review proposals for employee insurance, benefits and retirement plans and take any necessary action on same; and
 - f. authorize obtaining DBA assumed name and establish same;
7. Review and approve purchase orders for vehicles, supplies, furniture, fixtures and equipment for the District and authorize procurement of financing for same, as necessary;
8. Status of second phase of Pannell Kerr Forster of Texas, P.C.'s Special District Examination Report related to: a) reconciliation of District funding vs. Cypress Creek Emergency Medical Services ("CCEMS") expenditures, b) physical inventory of District and CCEMS assets and c) conclusions from the HSSK, LLC report, and take any action in connection with same;
9. Review and discuss financial and operational matters related to CCEMS, including:
 - a. monthly operations and financial report;
 - b. CCEMS billing/collection processes and procedures;
 - c. investigation of CCEMS maintenance facility and employees related thereto; and
 - d. status of transitional matters and take any necessary actions on same;
10. Financial Report from District Treasurer and Bookkeeper, including:
 - a. approve payment of bills and issuance of checks;
 - b. review budget comparison;
 - c. review quarterly investment report; and
 - d. amend budget for Fiscal Year Ending December 31, 2021, if necessary;
11. Tax Assessor/Collector's Report, including adopt Resolution Authorizing Additional 20% Penalty on Delinquent 2020 Tax Accounts;
12. Communications Report, including status of public relations activities;

13. Administration Facilities Report, including:
 - a. review qualifications and proposal from Martinez Architects for architectural services in connection with remodel/redevelopment of property and take necessary actions on same;
 - b. authorize solicitation of proposals for Construction Manager at Risk;
 - c. review maintenance and repair items for the facilities and take any necessary actions on same; and
 - d. discuss and authorize procurement of IT inventory and installation of IT infrastructure;
14. Discuss status of potential additional station locations and procurement of additional ambulances and take any necessary actions on same;
15. Attorney's Report, including:
 - a. review matters related to Service Agreement with CCEMS, including status of *CCEMS vs. the District, et al*, and take any necessary action on same; and
 - b. review recent Public Information Act requests, and status of responses to same;
16. Adopt Resolution Adopting Post-Issuance Tax-Exempt Debt Compliance Policy and appoint Tax Compliance Officer;
17. Review District consultant contracts, and take any necessary actions on same;
18. Executive Session pursuant to Chapter 551, Texas Government Code, (Open Meetings Act) to discuss District matters, as may be necessary; and
19. Adjournment.

The Board of Commissioners is authorized by the Open Meetings Act to convene in closed or Executive Session for certain purposes. These purposes include: receiving legal advice from its attorney(s) pursuant to §551.071, Texas Government Code; discussing real property matters pursuant to §551.072, Texas Government Code; discussing gifts and donations pursuant to §551.073, Texas Government Code; discussing personnel matters pursuant to §551.074, Texas Government Code; and, discussing security personnel or devices pursuant to §551.076, Texas Government Code. If the Board decides to enter into Executive Session regarding any item on this agenda, the Presiding Officer will announce that an Executive Session will be held and will identify the item to be discussed and provision of the Open Meetings Act that authorizes the closed or Executive Session.

EXECUTED this 15th day of January, 2021.



HARRIS COUNTY EMERGENCY SERVICES
DISTRICT NO. 11

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* Members of the public and/or District consultants may attend the Board meeting via teleconference if they so choose, at **713.955.6338, Access Code 237-1223**, due to restrictions placed on gathering in groups due to the COVID-19 State of Texas and Harris County emergency declarations.