

MINUTES OF MEETING OF THE
BOARD OF COMMISSIONERS

June 24, 2025

THE STATE OF TEXAS §
COUNTY OF HARRIS §
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 11 §

The Board of Commissioners (the "Board") of Harris County Emergency Services District No. 11 (the "District") met in regular session, open to the public, at the District's Administration Building, 18334 Stuebner Airline Road, Spring, Texas 77379, a meeting place inside the boundaries of the District, on Tuesday, June 24, 2025, at 5:00 p.m.; whereupon, the roll was called of the members of the Board, to-wit:

Karen Plummer	President
Dorothy Dalton	Vice President
Jared Adams	Secretary
Kofi Barkoh	Treasurer/Asst. Secretary
George Peckham	Asst. Treasurer

All members of the Board were present, thus constituting a quorum. Also attending the meeting were the following District employees: Mr. Jordan Anderson, Interim Chief Executive Officer ("CEO"); Mr. Kevin Nutt, Chief Operating Officer ("COO"); Mr. Tony Farmer, Chief Financial Officer ("CFO"); Ms. Dan Wang, Financial Controller; Ms. Katie Conn, Director of Regulatory Affairs and Operations Support; Dr. Jay Kovar, Medical Director for the District; Ms. Miranda Sevcik, Public Information Officer ("PIO"); Ms. Karisa Wendt, Executive Assistant; Mr. Matt Folsom, IT Manager; and Messrs. Bohdi Brown, Darren Wojcik and Brian Piatkowski, Ms. Charity Fay, Ms. Gayle Jernstrom and Ms. Brenna Jaszkwiaak. Others in attendance were: Ms. Regina D. Adams, attorney, and Ms. Carla Christensen, paralegal, of Radcliffe Adams Barner PLLC ("RAB"), general counsel for the District; and Mr. Anthony Fetters of 62 Digital, LLC ("62 Digital"), the District's communications coordinator. A copy of the sign-in sheet is attached hereto.

WHEREUPON, the meeting was called to order by Commissioner Plummer and evidence was presented that public notice of the meeting had been given in compliance with the law. The posted notices of the meeting are attached hereto.

This meeting was video recorded by 62 Digital for use by the District. The meeting was also streamed live by 62 Digital on the District's website.

The Board held a moment of silence for prayer and reflection.

PUBLIC COMMENTS

There were no public comments at the time.

APPROVAL OF THE MINUTES

The Board considered approval of the May 15, 2025 regular meeting minutes. Upon motion by Commissioner Dalton, seconded by Commissioner Peckham, after full discussion and the question being put to the Board, the Board voted unanimously to approve the May 15, 2025 regular meeting minutes, as presented, and related certified agenda.

CEO'S REPORT

REVIEW COMPLIANCE, CLINICAL, IT, FLEET, SAFETY AND OPERATIONS MATTERS

Mr. Anderson presented to and reviewed with the Board the May 2025 CEO's Report, which included the EMS Survey Team Patient Experience Report for the month, copies of which are attached hereto.

Mr. Anderson then provided updates regarding the status of the District's operational performance. For the month of May, Mr. Anderson reported that the District: 1) operated its ambulances with approximately 761 lost unit hours; 2) received 5,965 calls, 71% (3,515) of which resulted in hospital transports; 3) provided mutual aid on five (5) occasions and received mutual aid five (5) times; 4) maintained an overall response time compliance rate of 87%; and 5) experienced four (4) critical failures.

Mr. Anderson further reported that the District's average response times for May 2025 were as follows: 1) eight minutes and five seconds (8:05) for Priority 1 ("P1") calls; 2) eight minutes and 44 seconds (8:44) for Priority 2 ("P2") calls; 3) ten minutes and 20 seconds (10:20) for Priority 3 ("P3") calls; and 4) 12 minutes and 41 seconds (12:41) for Priority 4 ("P4") calls. Mr. Anderson noted that the average response times for May 2025 were well within the District's response goals of: 1) < ten (10) minutes for P1 calls; 2) < 15 minutes for P2 calls; 3) < 15 minutes for P3 calls; and 4) < 20 minutes for P4 calls.

Mr. Anderson next presented to and reviewed with the Board the District's clinical public information and outreach activity reports, copies of which are attached hereto.

Mr. Anderson went on to review with the Board the fleet activity updates and information technology initiatives, including system performance reports, copies of which are attached hereto. Additionally, Mr. Anderson reported that the District's ambulance and support vehicle fleet drove a total of 106,645 miles in May 2025. A discussion ensued regarding the number of ambulance incidents, including one which resulted in damage to the high-speed door at the deployment building.

Mr. Anderson then reviewed the following reports with the Board: 1) IT; 2) safety program updates; 3) compliance matters; and 4) critical failures, copies of which are attached hereto.

REVIEW OF EMS WEEK

Mr. Anderson went on to review the various activities conducted during EMS Week for District employees.

PUBLIC RELATIONS

Mr. Anderson next presented the District's public relations and media engagement report, a copy of which is attached hereto. Ms. Svecik then reported on recent community outreach and engagement activities in the District.

REVIEW AND APPROVE PROPOSAL FOR MOBILE COLUMN LIFT FROM TEXAS PRIDE MARKETING ("TEXAS PRIDE") (BUYBOARD)

Mr. Anderson then presented to and reviewed with the Board a proposal from Texas Pride (through the District's cooperative purchasing agreement with BuyBoard) for the purchase of four (4) mobile column vehicle lifts for \$48,968.00, a copy of which is attached hereto. An extensive discussion ensued regarding the District's current Operations deployment model, where 1/3 of the District's ambulances were station - based and 2/3 of the District's ambulances were mobile (or street)-based. It was the consensus of the Board to further discuss the possibility of converting the District's deployment model to a fully station-based model at the July 22, 2025 Board meeting.

Upon motion by Commissioner Peckham, seconded by Commissioner Barkoh, after full discussion and the question being put to the Board, the Board voted unanimously to accept the CEO Report and the proposal from Texas Pride for the purchase of four (4) mobile column vehicle lifts for \$48,968.00, subject to legal review.

Upon motion by Commissioner Peckham, seconded by Commissioner Barkoh, after full discussion and the question being put to the Board, the Board voted unanimously to accept the CEO Report.

CFO'S REPORT

APPROVE PAYMENT OF BILLS AND ISSUANCE OF CHECKS

Mr. Farmer presented to and reviewed with the Board the summary of activity, profit and loss statement, budget comparison, statement of cash flows, debt service payment schedule and list of checks and related invoices being presented for payment, copies of which are attached hereto.

Upon motion by Commissioner Dalton, seconded by Commissioner Adams, after full discussion and the question being put to the Board, the Board voted unanimously to approve the payment of bills and issuance of checks.

REVIEW INVESTMENT REPORT

Mr. Farmer then presented to and reviewed with the Board the Investment Report, a copy of which is attached hereto.

Mr. Farmer then reported that that the Texas Comptroller (the "Comptroller") recently approved the District's application for the Transparency Star Program for the "traditional finances" category. Ms. Adams then reminded the Board that the Comptroller's Transparency Stars Program recognized local governments for going above and beyond in transparency efforts in the following

categories: 1) traditional finances; 2) contract and procurements; 3) economic development; 4) public pensions; and 5) debt obligations. Mr. Farmer noted that he planned to pursue additional Transparency Stars for contract and procurements and debt obligations.

Upon motion by Commissioner Adams, seconded by Commissioner Peckham, after full discussion and the question being put to the Board, the Board voted unanimously to approve the CFO's Report.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Adams reviewed with the Board the Tax Assessor/Collector's Report for May 2025, a copy of which is attached hereto.

ADOPT RESOLUTION APPOINTING THE HARRIS COUNTY (THE "COUNTY") TAX ASSESSOR-COLLECTOR ("TA/C") AS THE DESIGNATED OFFICER TO CALCULATE 2025 TAX RATES FOR THE DISTRICT

Ms. Adams then presented to and reviewed with the Board the proposed Resolution Appointing the TA/C as the Designated Officer to Calculate 2025 Tax Rates for the District. Upon motion by Commissioner Dalton, seconded by Commissioner Adams, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Resolution Appointing the TA/C as the Designated Officer to Calculate 2025 Tax Rates for the District, a copy of which is attached hereto.

ATTORNEY'S REPORT, INCLUDING REVIEW RECENT PUBLIC INFORMATION ACT ("PIA") OR SUBPOENA REQUESTS AND RESPONSES TO SAME, IF ANY

Ms. Adams reported that RAB responded to three (3) PIA requests received in the prior month, and was coordinating with Ms. Conn on the response to an additional PIA request received in the previous few days.

DISTRICT REAL ESTATE MATTERS

Mr. Anderson stated that District staff had nothing to report at the time.

A discussion ensued regarding the status of marketing the District-owned property located at 18126 and 18334 Stuebner Airline Road and the provision of public water service to same.

DISTRICT PERSONNEL MATTERS AND TAKE NECESSARY ACTIONS ON SAME, INCLUDING:

PENDING CLAIMS

CEO SEARCH

Ms. Adams stated that personnel and/or employment matters would be discussed in Executive Session.

EXECUTIVE SESSION

Commissioner Plummer then stated that the Board would convene in Executive Session to deliberate attorney-client privilege and personnel matters pursuant to Sections 551.071 and 551.074, Texas Government Code.

All members of the Board present, Mr. Anderson, Ms. Conn, Ms. Adams and Ms. Christensen convened into Executive Session at 6:12 p.m.

Ms. Conn, Ms. Adams and Ms. Christensen exited Executive Session at 7:12 p.m.

Mr. Anderson exited Executive Session at 7:29 p.m.

Ms. Adams re-entered Executive Session at 7:37 p.m. and exited Executive Session at 7:50 p.m.

Mr. Anderson re-entered Executive Session at 7:55 p.m.

All other meeting attendees still present re-entered the meeting at 8:06 p.m.

RECONVENE IN OPEN SESSION

Commissioner Plummer reconvened the meeting in open session at approximately 8:08 p.m., at which time the following action was taken by the Board:

Upon motion by Commissioner Dalton, seconded by Commissioner Barkoh, after full discussion and the question being put to the Board, the Board voted unanimously to appoint Mr. Anderson as the CEO, effective July 1, 2025, subject to the finalization of an employment agreement for same and authorize the President and Secretary to execute same on behalf of the Board.

There being no further business to come before the Board, the meeting was adjourned at 8:09 p.m.

PASSED, APPROVED AND ADOPTED this 22nd day of July, 2025.



Asst. 
Secretary, Board of Commissioners