

MINUTES OF MEETING OF THE
BOARD OF COMMISSIONERS

March 24, 2026

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, March 24, 2026, 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, except Commissioner Barkoh, thus constituting a quorum. Also attending the meeting were the following District employees: Mr. Jordan Anderson, Chief Executive Officer ("CEO"); Mr. Nick Smith, 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; Mr. Kevin Crocker, Chief Quality Officer; Ms. Kim Graham, Human Resources ("HR") Manager; Ms. Miranda Sevcik, Public Information Officer ("PIO"); Ms. Karisa Wendt, Executive Assistant; Mr. Brian Piatkowski, Experience Coordinator; Mr. Matt Folsom, IT Manager; Ms. Shirely Ware; Ms. Destiny Petty; Ms. Albany Fitchett; Ms. Pandora Peckne; Ms. Dana Hogue; Ms. Brandi Richardson; Ms. Alicia Marshall; Ms. Lisa Benitez; Ms. Yazmin Aguirre; and Messrs. Joshua Melvin and Michael Bailey. Others in attendance were: Ms. Regina D. Adams and Mr. Nicholas L. Roberts, attorneys, 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.

PRESENTATION OF SERVICE AND MERITORIOUS AWARDS

Dr. Kovar, Mr. Crocker and Ms. Richardson then recognized the winners of the District's recent Clinical Rodeo Round-Up and presented them with a belt buckle:

- Top Team: Alicia Marshall and Albany Fitchett
- All-Around Champion Paramedic: Yazmin Aguirre
- All-Around Champion EMT: Joshua Melvin
- Rig Wrangler: Destiny Petty

Dr. Kovar and Mr. Crocker then recognized the District's clinical staff members and presented them with Meritorious Service Awards in recognition of their efforts in connection with the Clinical Rodeo Round-Up event. The clinical staff included: Ms. Richardson, Ms. Peckne, Ms. Gillian Tessier, Ms. Nicole Michels, Ms. Hogue, Ms. Ware and Messrs. Jarret Kenning, Rico Rivera and Coty Aiken.

APPROVAL OF THE MINUTES

The Board considered approval of the February 24, 2026 regular meeting minutes. Upon motion by Commissioner Adams, seconded by Commissioner Dalton, after full discussion and the question being put to the Board, the Board voted unanimously to approve the February 24, 2026 regular meeting minutes and related certified agenda.

CEO'S REPORT

REVIEW COMPLIANCE, CLINICAL, IT, FLEET, PUBLIC RELATIONS, SAFETY, HR AND OPERATIONS MATTERS

Mr. Anderson first introduced the new District COO, Mr. Smith.

Mr. Anderson presented to, and reviewed with, the Board the February 2026 CEO's Report, which included the EMS Survey Team Patient Experience Report for the month, a copy of which is attached hereto.

Mr. Anderson then provided updates regarding the status of the District's operational performance. Mr. Anderson reported that, in February, the District: 1) received 5,063 calls, 69.3% of which resulted in hospital transports (2,984); 2) provided mutual aid on twelve (12) occasions and received mutual aid six (6) times; 3) maintained an overall response time compliance rate of 84%; and 4) experienced eight (8) critical failures.

Mr. Anderson further reported that the District's average response times for February 2026 were as follows: 1) eight minutes and 28 seconds (8:28) for Priority 1 ("P1") calls; 2) nine minutes and 12 seconds (9:12) for Priority 2 ("P2") calls; 3) 11 minutes and 18 seconds (11:18) for Priority 3 ("P3") calls; and 4) 15 minutes and 39 seconds (15:39) for Priority 4 ("P4") calls.

Mr. Anderson noted that the average response times for February 2026 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 ("IT") 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 91,001 miles in February 2026.

Mr. Crocker then reviewed with the Board a presentation regarding current District response times, response time goals and recommendations related to same, a copy of which is attached hereto. Mr. Crocker recommended that the Board consider amending the District's response time goals, as follows:

- Decrease P0/P1 response time goal from ten (10) minutes to nine (9) minutes;
- Increase P3 response time goal from 15 minutes to 20 minutes; and
- Increase P4 response time goal from 20 minutes to 30 minutes.

A discussion ensued regarding Mr. Crocker's recommendations. No action was taken at the time.

REVIEW AND APPROVE LEASE AGREEMENT WITH HARRIS COUNTY (THE "COUNTY") FOR PUBLIC HEALTH SERVICES HOLISTIC ASSISTANCE RESPONSE TEAM OFFICE SPACE ("PHS HART PROGRAM")

Mr. Anderson then presented to, and reviewed with, the Board the proposed Lease Agreement with the County for leasing District office space at the Administration Building for the PHS HART Program, a copy of which is attached hereto. A discussion ensued. Ms. Adams stated that RAB reviewed and provided comments on the proposed Lease Agreement.

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 Lease Agreement with the County and authorize execution of same by the CEO, subject to finalization.

REVIEW AND APPROVE RENEWAL AMENDMENT TO INTERLOCAL AGREEMENT ("ILA") WITH HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 7 ("ESD 7") FOR HOUSING

Mr. Anderson then presented to, and reviewed with, the Board the proposed renewal amendment to the ILA with ESD 7 for housing facilities for use by the District at ESD 7/Spring Fire Stations to be effective later in the year. Mr. Anderson noted that the current ILA with ESD 7 expired in August 2026 so the ILA renewal would extend the lease for five (5) one (1)-year terms. A discussion ensued. Ms. Adams stated that RAB reviewed the proposed ILA renewal amendment.

Upon motion by Commissioner Adams, seconded by Commissioner Dalton, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize execution of the ILA renewal amendment.

REVIEW AND APPROVE AMENDED LANDSCAPE MAINTENANCE AGREEMENT WITH EARTHWORKS LANDSCAPE AND MAINTENANCE LLC ("EARTHWORKS")

Mr. Anderson reminded the Commissioners that, in 2024, the District entered into a Landscape Maintenance Agreement with Earthworks. Ms. Conn stated that such agreement provided for various landscaping, lawn and maintenance services at the District's administration property and Station No. 402 for an annual cost of \$46,037.52. Ms. Conn reported that Earthworks requested an annual rate increase of \$5,509.95 due to wage increases and tariff-related increases for certain operating expenses. A copy of Earthworks rate increase letter is attached hereto. Ms. Adams stated that RAB had reviewed such request and prepared the necessary amendment to same, a copy of which is attached hereto. A discussion ensued.

Upon motion by Commissioner Adams, seconded by Commissioner Dalton, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Amendment to the Annual Landscape Maintenance Agreement with Earthworks for the landscaping and maintenance of the District's facilities.

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

ADOPT ORDER DECLARING PROPERTY AS SURPLUS OR SALVAGE AND AUTHORIZING SALE OR DISPOSAL OF SAME ("SURPLUS PROPERTY ORDER")

Mr. Anderson and Ms. Adams next presented to, and reviewed with, the Board the Surplus Property Order. Mr. Anderson reported that the surplus property consisted of eight (8) Phillips AEDs, eight (8) AED cases and five (5) AED batteries. Ms. Adams noted that the adoption of the Surplus Property Order granted District staff the authority to properly dispose of the property. A discussion ensued.

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 Surplus Property Order, a copy of which is attached hereto, thereby authorizing District staff, as designated by the CEO, to handle same in accordance with the applicable terms of Section 775.0735, Texas Health and Safety Code.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Adams reviewed with the Board the Tax Assessor/Collector's Report for February 2026, a copy of which is attached hereto.

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

Ms. Adams reported that, in the prior month, the District had not received any PIA or subpoena-related requests.

DISTRICT PERSONNEL MATTERS, INCLUDING REVIEW PENDING EMPLOYMENT RELATED CLAIMS, AND TAKE ANY NECESSARY ACTIONS ON SAME

Mr. Anderson and Ms. Adams stated that there were no personnel matters or pending employment-related claims to be discussed in Executive Session.

DISTRICT REAL ESTATE MATTERS, INCLUDING:

STATUS OF POTENTIAL DEVELOPMENT AND SALE OF REMAINDER OF ADMINISTRATIVE PROPERTY (THE "DISTRICT'S PROPERTY"), INCLUDING PUBLIC UTILITY PLANNING FOR SAME

Ms. Adams reminded the Commissioners that they previously approved and authorized execution of the Professional Services Agreement between the District and Civil Grade Engineers ("Civil Grade") in connection with public utility service planning for the District's Property. On behalf of Mr. Rico Rodriguez, P.E., of Civil Grade, Ms. Adams reported that Mr. Rodriguez was coordinating with Harris County Municipal Utility District No. 24's ("MUD 24") engineer to prepare a cost estimate for the provision of out-of-District water and sanitary sewer service to the District's Property. Ms. Adams went on to state that, once complete, the cost estimate would be reviewed with Mr. Anderson, Ms. Conn and the Commissioners.

STATUS OF BID PROCUREMENT FOR FUEL TANK INSTALLATION

Ms. Adams then reminded the Commissioners that they previously approved and authorized execution of a proposal from Civil Grade in connection with owner's representative services for the installation of a fuel tank and authorized advertisement of bids for same. Ms. Conn noted that she was coordinating with Mr. Rodriguez regarding the fuel tank installation project and the advertisement of bids for same.

REVIEW BIDS FOR CONSTRUCTION OF AWNING FOR DEPLOYMENT BUILDING AND AWARD CONSTRUCTION CONTRACT FOR SAME

Ms. Adams next reminded the Commissioners that they previously approved and authorized execution of the proposal from Martinez Architects ("MA") in connection with owner's representative services for the construction of the awning project and authorized solicitation of proposals for same. On behalf of Mr. Ricardo Martinez of MA, Ms. Conn reviewed with the Board a summary of the proposals received and MA's recommendation of award of the construction contract for the awning project, copies of which are attached hereto. Ms. Conn stated that MA received three (3) proposals and recommended acceptance of the proposal from AVAdek, Inc. ("AVAdek") in the amount of: (a) \$20,645.00 for a clear anodized awning; or (b) \$25,730.00 for a painted awning. A discussion ensued regarding the AVAdek proposal options, warranties, and the current design of the proposed awning for the Deployment Building.

Upon motion by Commissioner Adams, seconded by Commissioner Dalton, after full discussion and the question being put to the Board, the Board voted unanimously to approve the proposal from AVAdek in an amount not to exceed \$25,730.00 for the construction of the awning project at the Deployment Building, subject to additional information from MA regarding the recommended proposal options and related future maintenance costs.

There being no further business to come before the Board, the meeting was adjourned at 6:23 p.m.

PASSED, APPROVED AND ADOPTED this 28th day of April, 2026.



Asst. Secretary, Board of Commissioners