



HARRIS COUNTY EMERGENCY SERVICES DISTRICT #1 DR

BOARD OF COMMISSIONERS  
REGULAR MEETING

789385  
08/21/2008 PERSONAL  
\$9.00 NOTICE

Meeting Date: Tuesday, August 26, 2008  
Meeting Time: 5 p.m. - 9 p.m.  
Posting Date: Thursday, August 21, 2008

Location: 1620 Isom St.  
Houston, Texas 77039  
Board Room

AGENDA

FILED

2008 AUG 21 PM 1:22

COUNTY CLERK  
HARRIS COUNTY, TEXAS

1. Call to order
2. Invocation
3. Roll Call of Commissioners
4. Adoption of agenda
5. Open Forum\*
6. Open Comments from Board of Commissioners
7. Review and possibly approve all Meeting Minutes
8. Treasurer's Report
9. Authorize payment of bills
10. Committee Reports
  - a. Building Committee
    1. Update on purchase and construction of improvements of 2800 Aldine Bender (JM/MS)
    2. Discuss and possibly approve purchase of furnishings, equipment and/or supplies for 2800 Aldine Bender improvements (JM)
    3. Discuss and possibly approve Building Committee Charter (MS)
    4. Appoint Board members and District personnel to Building Committee, if necessary (MS)
    5. Announce next Budget Committee meeting
  - b. Budget Committee
    1. Update on preparation of District budget for 2009 (HK)
    2. Discuss and possibly approve Budget Committee Charter (MS)
    3. Appoint Board members and District personnel to Budget Committee, if necessary (MS)
    4. Announce next Budget Committee meeting
  - c. Audit and Compliance Committee
    1. Discuss and possibly approve selection and/or hiring of new outside audit firm (HK/CS)
    2. Discuss and possibly approve amending District By-laws to change name of Audit Committee to Audit and Compliance Committee (MS)
    3. Discuss and possibly approve Audit and Compliance Committee Charter (MS)
    4. Appoint Board members and District personnel to Audit and Compliance Committee, if necessary (MS)
    5. Announce next Audit and Compliance Committee meeting
11. Executive Director's Report
12. Medical Director's Report
13. Discuss and possibly approve application and procedures for appointment of Commissioners (CS/MS)
14. Discuss and possibly approve purchase of CARE Memory Band health information bracelet and programs related to distribution of same to constituents (JM/KM)
15. Discuss and possibly approve procedures and forms for evaluation of all District employees, including process for anonymous employee evaluation of supervisors and Executive Director (CS/JC)
16. Discuss and possibly approve employment contract for Mark Smith, General Counsel (CS)
17. Discuss and possibly approve records management officer to attend Association of Records Managers and Administrators Annual Conference and Expo (MS)
18. Adjourn to closed session
  - a. Meeting closed for the purposes to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public employee - Tex. Gov't Code § 551.074(a) (1).
  - b. Confer with attorney re: pending or threatened litigation - Tex. Gov't Code § 551.071(1) (A).
  - c. Receive advice from attorney regarding legal issues - Tex. Gov't Code § 551.071(2).
  - d. Discussion regarding the purchase, exchange, lease, or value of real property - Tex. Gov't Code § 551.072.
19. Possible action on closed session
20. Announce next board meeting
21. Adjourn

\*Persons wishing to speak before the board may speak one time only and will be limited to 5 minutes per speaker

*Virginia Bazan*  
Virginia Bazan by Mark Smith  
Secretary

