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HARRIS COUNTY EMERGENCY SERVICES DISTRICT #1

301164  
11/13/2008 PERSONAL  
\$9.00 NOTICE

BOARD OF COMMISSIONERS  
REGULAR MEETING

Meeting Date: Tuesday, November 18, 2008  
Meeting Time: 6:30 p.m.  
Posting Date: Thursday, November 13, 2008

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

AGENDA

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. Board Training with General Counsel (MS)
  - a. Texas Open Meetings Act
  - b. Texas Public Information Act
8. Review and possibly approve all Meeting Minutes
9. Treasurer's Report
10. Authorize payment of bills
11. Committee Reports
  - a. Building Committee
    1. Discuss and possibly approve Building Committee Charter (MS)
    2. Appoint Board members and District personnel to Building Committee, if necessary (MS)
    3. Announce next Budget Committee meeting
  - b. Budget Committee
    1. Discuss and possibly approve Budget Committee Charter (MS)
    2. Appoint Board members and District personnel to Budget Committee, if necessary (MS)
    3. Announce next Budget Committee meeting
  - c. Audit and Compliance Committee
    1. Discuss and possibly approve amending District By-laws to change name of Audit Committee to Audit and Compliance Committee (MS)
    2. Discuss and possibly approve Audit and Compliance Committee Charter (MS)
    3. Appoint Board members and District personnel to Audit and Compliance Committee, if necessary (MS)
    4. Announce next Audit and Compliance Committee meeting
    5. Discuss and possibly approve procedures and forms for evaluation of all District employees, including process for confidential employee evaluation of supervisors and Executive Director (CS)
    6. Discuss and possibly approve adoption of District Code of Conduct and Ethics (CS)
    7. Discuss and possibly approve procedures and form for application for appointment of prospective Commissioners (CS)
12. Executive Director's Report
  - a. Review and discuss employee evaluations from EMS crews (HW)
13. Medical Director's Report
14. Discuss and possibly approve purchases for furnishing/equipment Aldine Bender building (JM)
15. Discuss and possibly approve authorizing issuance of District credit card to Willie Sanders with an approved credit limit (JM)
16. Discuss and possibly approve issuance of Request for Proposal (RFP) for Records Management Solution and procedures for opening submitted Proposals (MS)
17. Discuss and possibly approve reimbursement of capital expenditures related to the lease of ambulances through Municipal Leasing Credit Corporation (HK)
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

County Clerk  
HARRIS COUNTY  
TEXAS

2008 NOV 13 PM 3:49

FILED

\*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

