



HARRIS COUNTY EMERGENCY SERVICES DISTRICT #1

OR

BOARD OF COMMISSIONERS
REGULAR MEETING

Meeting Date: Monday, December 8, 2008
Meeting Time: 9 a.m.
Posting Date: Thursday, December 4, 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 Building 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. Presentation of draft 2006-2007 District Audit from auditors (HK)
 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
 6. 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)
 7. Discuss and possibly approve adoption of District Code of Conduct and Ethics (CS)
 8. 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. Discuss and possibly approve purchase of telephone system for 2800 Aldine Bender (JM/HK)
19. Discuss and possibly approve proposed bonuses for staff (HK/HW)
20. 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.
21. Possible action on closed session
22. Announce next board meeting
23. Adjourn

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12/04/2008 PERSONAL
\$9.00 NOTICE

Bonny R. Taylor
COUNTY CLERK
HARRIS COUNTY TEXAS

2008 DEC -4 PM 1:33

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