

MINUTES  
VILLAGE FIRE DEPARTMENT  
REGULAR BOARD OF COMMISSIONERS MEETING  
WEDNESDAY, MARCH 28, AT 6:00 P.M.  
VILLAGE FIRE DEPARTMENT  
901 CORBINDALE ROAD, HOUSTON, TEXAS

Commissioner Johnson called the meeting to order at 6:00 p.m. Roll was called, and a quorum was present.

**1. CALL TO ORDER**

Present and  
Voting Were:

City of Hedwig Village	Commissioner William Johnson, Chair
City of Bunker Hill Village	Commissioner Derry Essary, Vice Chair
City of Spring Valley Village	Commissioner Allen Carpenter, Secretary
City of Piney Point Village	Commissioner Zebulun Nash, Treasurer
City of Hunters Creek	Commissioner Jay Carlton, Member
City of Hilshire Village	Commissioner Robert Byrne, Member

Others  
Present Were:

City of Hedwig Village	Alternate Barry Putterman
City of Bunker Hill Village	Alternate Bert Rosenbaum
City of Hilshire Village	Alternate Ray Leiker
Village Fire Department	David Foster, Fire Chief
Village Fire Department	Marlo Longoria, Administrator
Randle Law Office LTD., L.L.P.	Grady Randle, Attorney

Absent  
Were:

City of Spring Valley Village	Alternate Mayor Tom Ramsey
City of Hunters Creek Village	Alternate Frank Doyle
City of Piney Point Village	Alternate Brian Thompson

**2. COMMENTS FROM THE PUBLIC:**

None

**3. CONSENT AGENDA** - All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

**3A. Approval of Minutes**

Approval of Minutes – February 2018 – Regular Board Meeting

**3B. Approval of Bills Paid**

Approval of Bills Paid – February 2018

Commissioner Johnson asked for a motion to approve the consent agenda. Commissioner Nash moved, Commissioner Carpenter seconded to approve the items of the Consent Agenda.

Commissioners Essary, Carlton and Byrnes voted “Aye,” “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

**4. Reports**

**4A. Financial Report**

Commissioner Nash stated that finances are all in good shape. There is some variation due to annual subscription and dues. Commissioner Nash recommend that the Board of Commissioners address the cities with the money that will be needed to fix the roof as soon as possible because it is an amendment to the 2018 budget.

**4B. Fire Chief's Report**

- New Medical Director, Mark Rogers, recommended by retiring medical director
- YTD Total response times look good
- Discussion of the incident, Cardiac Save (near drowning child is doing fine) commended Memorial PD for a well-done job on the response to the incident
- Hunters Creek organized a City Council field trip to station on March 27
- The audit will be April 2 – 6, 2018
- McGrath visit Tuesday and Wednesday
- One position still open

**5. CONSIDERATION OF CONTRACTS/AGREEMENTS** – The Board will discuss and consider possible action on the following:

**5A.** None

**6. CONSIDERATION OF RESOLUTIONS** – The Board will discuss and consider possible action on the following:

**6A.** None

**7. CONSIDERATION OF AND ACTION ON THE FOLLOWING** – The Board will discuss and consider possible action on the following:

**7A.** A provision in our Policy Manual drafted to address a Recruiting or Sign-On Bonus that would be broad enough to include any personnel, not just EMS.

The consideration of and action on the provision of Village Fire Department (VFD) policy manual on a recruiting or sign-on bonus was tabled.

**8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS** - The Board will discuss and consider possible action on the following:

**8A.** Piney Point Village Strategic plan goals

In the discussion of the Piney Point Strategic Plan Goal update, Commissioner Nash presented

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and discussed hard copies of which are attached hereto as Exhibit “A” Piney Point Strategic plan.

**8B.** Roof replacement status and any action Commissioner Jay Carlton and committee require

Commissioner Carlton stated that in the last discussion a preliminary set #1 was discussed and presented by Mr. Karl Schacck. This discussion prompted the adjustments to the Project Manual roof replacement and bid specification according to questions and recommendations of Commission creating preliminary set #2.

In the discussion of the renovation update, Commissioner Carlton presented and discussed hard copies of which are attached hereto as Exhibit “B” Fire House Renovation Preliminary set #2.

It was requested that information is put in place to initiate bidding.

**8C.** Firehouse renovation status: cities response to Commission reverting to “plan a”

In the discussion of the renovation update, cities agreed to revert to the “plan a” option

Hedwig: approved

Bunker Hill: approved with a solution to response time

Piney Point: approved

Spring Valley: approved

Hunters Creek: approved

Hilshire: approved

A record of each person’s vote has been recorded

**MOTION CARRIED UNANIMOUSLY**

**9. CLOSED SESSION** – The Board of Commissions will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to discuss the following matters:

None

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**10. ACTION – CLOSED SESSION** – The Board of Directors will discuss and consider any actions necessary on items discussed in Executive Session.

None

**11. FUTURE ACTION ITEMS:**

**2019 Budget Workshop**

**12. NEXT MEETING DATE:**

Wednesday, April 25, 2018

**13. ADJOURNMENT**

Commissioner Johnson moved to adjourn at 7:00 p.m. seconded by Commissioner Nash.

Commissioners Byrne, Carlton, Essary, and Ramsey voted “Aye,” “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted

Commissioner William Johnson, Chair

Attest:

Commissioner Allen Carpenter, Secretary