

MINUTES OF MEETING OF THE
BOARD OF COMMISSIONERS

February 25, 2021

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 Thursday, February 25, 2021, at 9:00 a.m.; whereupon, the roll was called of the members of the Board, to-wit:

Karen Plummer	President
Steve Williams	Vice President
Fred Grundmeyer	Secretary
Robert Pinard	Treasurer/Asst. Secretary
Kevin Brost	Asst. Treasurer

All members of the Board were present, thus constituting a quorum. Also attending the meeting were: Mr. Douglas Hooten, Executive Director of the District; Mr. James Chebra, Chief Operations Officer of the District ("COO"); Mr. Rob Farmer, Chief Administrative Officer of the District ("CAO"); Mr. Dave Snavelly, Chief Financial Officer ("CFO") of the District; Mr. Xavier De La Rosa, Chief Clinical Officer of the District; Ms. Shirley Ware, Executive Assistant of the District ("EA"); Ms. Chris Linn of Myrtle Cruz, Inc. ("MCI"), bookkeeper for the District; Dr. Casey Patrick, Medical Director for the District; Mr. Ricardo Martinez of Martinez Architects ("Martinez"); Mr. John Howell of The GMS Group, L.L.C. ("GMS"), financial advisor for the District (via teleconference); Ms. Regina D. Adams, Ms. Monica Garza and Ms. Sholeh Abedinzadeh (via teleconference), attorneys, and Ms. Carla Christensen, paralegal, of Radcliffe Bobbitt Adams Polley PLLC ("RBAP"), attorneys for the District; Mr. Brian Trachtenberg and Ms. Anna Phillips (via teleconference) of Greathouse Holloway McFadden Trachtenberg, special counsel to the District; Mr. Zach Karrenbrock of 62 Digital, LLC ("62 Digital"), the District's website service provider and communications coordinator; Mr. Matt Zavadsky of Metropolitan Area EMS Authority d/b/a MedStar Consulting ("MedStar") (via teleconference); Mr. Wren Nealy, Cypress Creek Emergency Medical Services ("CCEMS") Chief Executive Officer; Messrs. Enrique Lima and Dave Billings, members of the CCEMS Board of Directors ("CCEMS Board"); Mr. Steven Beesley, CCEMS Interim Public Information Officer; Mr. George Vie of Feldman & Feldman, P.C., attorney for CCEMS; and numerous members of the public and CCEMS employees. A copy of the sign-in sheets are attached hereto.

There were numerous other members of the public in attendance via conference call but were unable to be identified other than by telephone number.

WHEREUPON, the meeting was called to order by the President 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 Mr. Beesley for use by CCEMS and 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 30-second moment of silence for prayer and reflection.

PUBLIC COMMENTS

The President then recognized Ms. Jane Van Nort, who stated that she has been a resident of the District for 30 years and requested that the Board continue to negotiate in good faith with CCEMS. Ms. Van Nort added that she is a supporter of CCEMS and would like for them to remain the service provider for the District.

The President next recognized Mr. Shay McGarr, a resident of the District and President of the Gleannloch Farms Community Association, who commented on the District's, current, potential temporary and his assumed anticipated costs per emergency medical services ("EMS") call. Mr. McGarr went on to request that the Board be transparent and forthcoming with the public regarding the District's future plans for its self-operating model of EMS and related budget for same.

There were no additional public comments at this time.

APPROVAL OF THE MINUTES

The Board considered approval of the minutes of the regular meeting of January 21, 2021 and the minutes of the special meeting of January 7, 2021. Upon motion by Commissioner Grundmeyer, seconded by Commissioner Brost, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes of the regular meeting of January 21, 2021 and the minutes of the special meeting of January 7, 2021, as presented, and the certified agendas for same.

APPROVE ADDENDUM TO AGREEMENT WITH GMS AND ACKNOWLEDGEMENT OF RECEIPT OF G-23 LETTER FROM SAME

Mr. Howell first presented to and reviewed with the Board the proposed Addendum to GMS' Agreement for Financial Advisory Services dated August 3, 2018. Mr. Howell stated that the Agreement for Financial Advisory Services is being modified since the Board is now contemplating issuance of additional debt in connection with Phase I of the redevelopment of District administration property (the "Phase I Project"). Upon motion by Commissioner Brost, seconded by Commissioner Grundmeyer, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize execution of the Addendum to GMS' Agreement for Financial Advisory Services, a copy of which is attached hereto.

Mr. Howell then explained that the Municipal Securities Rulemaking Board ("MSRB") requires the District's financial advisor to disclose its role in connection with the District's proposed financing. Upon motion by Commissioner Brost, seconded by Commissioner Grundmeyer, after

full discussion and the question being put to the Board, the Board voted unanimously to acknowledge the MSRB Rule G-23 disclosure letter, a copy of which is attached hereto.

STATUS OF PROCUREMENT OF FUNDING AND FINANCING OPTIONS FOR THE PHASE I PROJECT AND AMBULANCE AND APPURTENANCE(S) PURCHASES AND TAKE NECESSARY ACTIONS ON SAME

Ms. Adams reminded the Commissioners they previously authorized her to coordinate with the District's financial advisor to procure the necessary financing options for the Phase I Project and ambulance and appurtenance(s) purchases. Ms. Adams also explained there is a possibility that the District may be able to obtain financing through Ford at 0% interest for the purchase of the ambulance chassis that Mr. Hooten is exploring. Ms. Adams noted that Mr. Howell is currently exploring additional available financing options for the District's capital expenditures.

STATUS OF TRANSITION TO NEW INTERSECTION PREEMPTION CONTROLLER DEVICES (THE "PREEMPTION DEVICES"), INCLUDING AUTHORIZE ADDITIONAL PAYMENTS RELATED TO SAME

Commissioner Brost reported on the status of the installation of the new preemption devices at the Harris County and Texas Department of Transportation intersections. Commissioner Brost stated that Phases 1 and 2 of the preemption device project are complete and Phase 3 is in progress.

MEDSTAR CONSULTING REPORT

Mr. Hooten reported that he coordinated with MedStar regarding the preparation of the District's application to obtain the Texas Department of State Health Services ("DSHS") EMS Provider license and the application has been submitted to the DSHS. Mr. Hooten stated that he continues to coordinate with MedStar on an "as needed" basis.

EXECUTIVE DIRECTOR'S AND DISTRICT ADMINISTRATION REPORT, INCLUDING:

ADOPT AMENDED DISTRICT ORGANIZATIONAL CHART

Mr. Hooten presented to and reviewed with the Board the proposed amended District Organizational Chart. A brief discussion ensued.

STATUS OF HIRING FOR MIDDLE-MANAGEMENT EMPLOYMENT AND AUTHORIZE POSTING OF OTHER LEVELS OF EMPLOYMENT

Mr. Hooten then reported that he and the District's executive staff continue to conduct interviews for the middle-management staff positions.

At this time, Mr. Hooten introduced to the Board Dr. Casey Patrick, the Medical Director for the District. Mr. Hooten added that Mr. Xavier De La Rosa recently accepted the position of Chief Clinical Officer for the District.

STATUS OF ESTABLISHING THE NECESSARY VENDOR ACCOUNTS FOR DISTRICT ADMINISTRATION PURPOSES

Mr. Hooten then reminded the Board that, at the December 7th Board meeting, the Board authorized him to establish the necessary vendor accounts for District administration purposes. Mr. Hooten reported that he is coordinating with various vendors to establish such accounts.

Ms. Adams then presented to and reviewed with the Board a flier, Subscription Agreement, Addendum to the Subscription Agreement and background check pricing from IntelliCorp Records in connection with background screening services for District employees, copies of which are attached hereto.

Upon motion by Commissioner Brost, seconded by Commissioner Pinard, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize execution of the Subscription Agreement and Addendum to same with IntelliCorp Records in connection with background screening services for District employees.

STATUS OF PROCUREMENT OF DSHS EMS PROVIDER LICENSE, INCLUDING OBTAINING OPERATIONS ASSUMED NAME

Mr. Hooten reported that the District's application to obtain a DSHS EMS Provider license was submitted on Friday, February 12th.

Ms. Adams then reported that her office completed the appropriate filing and procured the District's assumed name, "Harris County ESD 11 Mobile Healthcare".

AUTHORIZE ENROLLMENT AS A MEDICARE PROVIDER, AS NECESSARY

Mr. Hooten then stated that, in the near future, the District will need to enroll as a Medicare provider.

REVIEW PROPOSALS FOR EMPLOYEE INSURANCE, BENEFITS AND RETIREMENT PLANS AND TAKE NECESSARY ACTION ON SAME

Mr. Hooten reminded the Board that he has submitted an application for the District's participation in the Texas County and State Retirement System retirement plan.

Mr. Hooten went on to present a summary of the medical (BlueCross/BlueShield – PPO, PCP and HMO), non-medical (dental – Beam Dental; and vision – VSP through Beam), accidental death and dismemberment/life insurance (Standard Insurance Company) and short and long-term disability (Standard Insurance Company) insurance coverage options and pricing for 2020-2021, copies of which are attached hereto. Mr. Hooten then presented to and reviewed with the Board a proposal from Standard Insurance Company for implementation of an Employee Assistance Program ("EAP") for first responders, a copy of which is attached hereto. A discussion ensued.

Upon motion by Commissioner Brost, seconded by Commissioner Pinard, after full discussion and the question being put to the Board, the Board voted unanimously to: 1) authorize the implementation of the District's employee health insurance plan with BlueCross/BlueShield and ancillary benefits and authorize execution of the Service Plan Agreements for same; and

2) accept the EAP proposal and authorize execution of the Service Plan Agreement for same.

STATUS OF ESTABLISHING DISPATCH SERVICES AND COMMUNICATIONS WITH OTHER EMERGENCY SERVICES PROVIDERS REGARDING SAME

Mr. Hooten next reminded the Board that he and Commissioners Brost and Pinard had preliminary meetings with the chiefs of the fire departments located within the District in connection with future plans a District Comm Center. Mr. Hooten then reported that, as authorized at the January 21st Board meeting, he has informed the chiefs of the fire departments and associated emergency services districts within the District's boundaries that the Board's intent is to construct a District Communications Center for 911 District EMS calls and that the fire departments will have the option to participate, for a fee, in such District Comm Center (with the possibility of allowing joint control/ownership in a future back-up 911 comm center within the District). Mr. Hooten added that he continues to meet and coordinate with the chiefs of the fire departments.

Mr. Hooten then reported that he and Commissioner Brost attended the Harris County 911 ("HC 911") Board meeting on February 24th and HC 911 approved the issuance of the necessary equipment to the District and authorized the transfer of 911 EMS calls within the District's boundaries to the District's Comm Center, at the appropriate time. Mr. Hooten went on to report that he and his staff are coordinating with HC 911 regarding the installation of the necessary tower for District dispatching and communication purposes.

REVIEW AND APPROVE PURCHASE ORDERS FOR VEHICLES, SUPPLIES, FURNITURE, FIXTURES AND EQUIPMENT FOR THE DISTRICT, AS NECESSARY, INCLUDING:

Mr. Hooten then presented to and reviewed with the Board a summary and specifications for the District's purchase of 40 ambulance modular conversions from TraumaHawk, a sole source provider, through the District's cooperative purchasing agreement with Houston-Galveston Area Council BuyBoard ("HGAC BuyBoard"), a copy of which is attached hereto. Mr. Hooten stated that the estimated purchase cost of the modular conversions is \$8.3 million. A discussion ensued. In response to a question, Mr. Hooten noted that Ford had originally estimated the cost of 30 ambulance chassis at \$9.8 million, but with the "fleet discount," the District will be able to purchase 40 chassis for the same price.

Upon motion by Commissioner Brost, seconded by Commissioner Williams, after full discussion and the question being put to the Board, the Board voted unanimously to authorize the purchase of 40 ambulance modular conversions for approximately \$8.3 million from TraumaHawk through the District's cooperative purchasing agreement with HGAC BuyBoard.

REVIEW PROPOSALS FOR MANAGEMENT SOFTWARE AND RADIO-FREQUENCY IDENTIFICATION ("RFID") EQUIPMENT AND APPROVE AND AUTHORIZE EXECUTION OF AGREEMENTS WITH OPERATIVE IQ IN CONNECTION WITH SAME

Mr. Hooten then presented to and reviewed with the Board three (3) proposals and the Software License Agreements with Operative IQ for the purchase of management software (\$46,433 and \$12,925) and RFID equipment (\$137,260), procured through Sourcewell purchasing cooperative, copies of which are attached hereto. A discussion ensued.

Upon motion by Commissioner Brost, seconded by Commissioner Williams, after full discussion and the question being put to the Board, the Board voted unanimously to approve the proposals, authorize execution of the Software License Agreements with Operative IQ and related Addendum and authorize payment for the cost of same in connection with the District's procurement of management software and RFID equipment from Operative IQ through Sourcewell purchasing cooperative.

REVIEW AND APPROVE MASTER SUBSCRIPTION AGREEMENT WITH MULTIVIEW FINANCIAL SOFTWARE ("MULTIVIEW")

Mr. Hooten then reviewed with the Board the Master Subscription Agreement ("MSA") and Addendum to same with Multiview in connection with the purchase of financial software for the District for an annual subscription cost of \$37,043.52 and a one-time start-up cost of \$33,000, copies of which are attached hereto. Ms. Adams stated that her office has reviewed the proposed MSA and Addendum to same. A discussion ensued.

Upon motion by Commissioner Brost, seconded by Commissioner Grundmeyer, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize execution of the MSA and Addendum for same with Multiview and authorize payment to Multiview for same, subject to receipt of a completed Form 1295.

Mr. Hooten stated that he does not have any additional purchase orders for the Board's consideration at this time.

STATUS OF SECOND PHASE OF SPECIAL DISTRICT EXAMINATION BY PANNELL KERR FORSTER OF TEXAS, P.C. ("PKF"), RELATED TO: A) RECONCILIATION OF DISTRICT FUNDING VS. CCEMS EXPENDITURES; B) PHYSICAL INVENTORY OF DISTRICT AND CCEMS ASSETS; AND C) CONCLUSIONS FROM HSSK, LLC REPORT (THE "PKF REPORT")

Ms. Adams then reminded the Board that they previously received the draft findings of the first phase of the PKF Report and subsequently authorized PKF to proceed with conducting the second phase of the special forensic examination.

Mr. Trachtenberg next reported that the second phase of the PKF Report will entail a more in-depth review of additional CCEMS financial documents and Koronis billing records to further identify discrepancies and quantify the related amounts of over and/or under payments by the District to CCEMS. Mr. Trachtenberg went on to state that PKF has made the initial requests to CCEMS, through correspondence to Mr. Vie, for access to additional financial records and is awaiting receipt of the requested information.

REVIEW AND TAKE ANY NECESSARY ACTIONS ON MONTHLY OPERATIONS AND FINANCIAL REPORT FROM CCEMS, CCEMS BILLING/COLLECTION PROCESSES AND PROCEDURES, STATUS OF INVESTIGATION OF CCEMS MAINTENANCE FACILITY AND EMPLOYEES RELATED THERETO AND DISCUSS TRANSITIONAL MATTERS

Commissioner Plummer noted that the Board has reviewed the CCEMS Operations and Financial Reports since they were provided to the Commissioners several days prior to the meeting. Upon motion by Commissioner Brost, seconded by Commissioner Grundmeyer, after

full discussion and the question being put to the Board, the Board voted unanimously to accept the CCEMS Operations and Financial Reports, subject to any questions from the Commissioners.

In response to a question from Commissioner Brost, Mr. Nealy stated that he is in the process of preparing an "after action" report in connection with CCEMS' operations during Winter Storm Uri that occurred the week prior and will present same to the Board upon completion.

In response to a question from Commissioner Plummer regarding the status of the maintenance facility investigation, Mr. Vie stated that the Harris County District Attorney's Office recently confirmed that the investigation is ongoing.

CCEMS BUDGET PROPOSAL FOR JANUARY-AUGUST OF FISCAL YEAR ENDING ("FYE") DECEMBER 31, 2021

Mr. Nealy then reported that he is coordinating with Mr. Hooten to prepare CCEMS' budget for January through August of FYE December 31, 2021 and hopes to present a final draft of same to the Board at the next regular meeting.

RECEIVE CCEMS PERSONNEL MANPOWER REPORT AND CCEMS EXECUTIVE DIRECTOR'S ANNUAL REPORT FOR JANUARY 1 – DECEMBER 31, 2020 AND PRESENTATION OF THE CCEMS ANNUAL PERFORMANCE REVIEWS AND TRANSITION PLAN

Ms. Adams then explained that CCEMS is required to provide certain reports to the District pursuant to the Service Contract.

At this time, Mr. Nealy stated that he started including monthly manpower reports in the CCEMS monthly Operations Report.

REVIEW AND TAKE ANY NECESSARY ACTIONS ON FINANCIAL MATTERS, INCLUDING FINANCIAL REPORT FROM DISTRICT BOOKKEEPER AND TREASURER AND BUDGET COMPARISON

Ms. Linn then presented to and reviewed with the Board the Bookkeeper's Report, including the revenues and expenses of the District, the budget comparison, the investment report and the checks being presented for payment at the meeting, copies of which are attached hereto.

Ms. Linn reported that during the prior month, the District received \$8,363,946.70 in property tax revenue, \$736.79 in investment interest and \$27.00 in connection with a Public Information Act ("PIA") request.

Ms. Linn stated that MCI is recommending that the District retain its account with Wells Fargo Bank since the District's money market account is yielding more interest than the monthly service charge.

In response to a question from Commissioner Grundmeyer, Ms. Linn stated that she is scheduled to meet with Mr. Hooten and the District's CFO on Tuesday, March 2nd to discuss the necessary amendments to the District's budget for FYE December 31, 2021.

Upon motion by Commissioner Brost, seconded by Commissioner Williams, after full discussion and the question being put to the Board, the Board voted unanimously to: 1) approve the Bookkeeper's Report, as discussed; and 2) authorize payment of the bills as submitted, with the exception of the CCEMS additional operations payment for January 2021, which would be further considered later in the Board meeting.

AMEND BUDGET FOR FYE DECEMBER 31, 2021, IF NECESSARY

At this time, Mr. Hooten presented to and reviewed with the Board a draft of the District's preliminary emergency services operational budget for FYE December 31, 2021, a copy of which is attached hereto. Mr. Hooten stated that he anticipates that the District will be able to operate annually, with 28 peak ambulances or 189,000 unit hours, at a cost of \$28.9 million. Mr. Hooten then noted that the preliminary calculations indicate a conservative estimated collections revenue percentage of 23.4%. An extensive discussion ensued.

In response to a request from Commissioner Brost, Mr. Hooten confirmed that preliminary conservative calculations show that the District will be able to operate for one (1) year, with 28 peak ambulances or 189,000 unit hours, at a cost of \$28.9 million

TAX ASSESSOR/COLLECTOR'S REPORT

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

RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION FOR 2020 TAX YEAR

Ms. Adams then explained that pursuant to the Texas Property Tax Code, as amended, the District is authorized to grant exemptions relative to the District's property tax levy. The Board next considered approval of tax exemptions for the 2021 tax year, including homestead exemptions, exemptions for residents 65 years of age and older, and exemptions for disabled residents. Ms. Adams explained that in 2020, the Board did not grant a general residential homestead tax exemption, but granted a homestead exemption of \$50,000 for residents 65 years of age and older or disabled residents.

The Board decided to grant the same exemptions for the 2021 tax year as were granted for the 2020 tax year. Upon motion by Commissioner Williams, seconded by Commissioner Brost, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Resolution Concerning Exemptions from Taxation for the 2021 Tax Year reflecting a homestead exemption of \$50,000 for residents 65 years of age and older or disabled residents, a copy of which is attached hereto.

DISTRICT COMMUNICATIONS REPORT:

STATUS OF PUBLIC RELATIONS ("PR") ACTIVITIES AND TAKE NECESSARY ACTION ON SAME

Mr. Karrenbrock then presented to and reviewed with the Board 62 Digital's monthly website and PR report, a copy of which is attached hereto.

Mr. Hooten then reported that he is coordinating with 62 Digital regarding preparations for hosting a live podcast in the near future, , in connection with the District's EMS operational model and costs related to same.

ADMINISTRATION FACILITIES REPORT, INCLUDING:

REVIEW RANKED PROPOSALS FOR CONSTRUCTION MANAGER AT RISK ("CMAR") FOR PHASE I PROJECT AND TAKE ANY NECESSARY ACTIONS ON SAME

Mr. Martinez next reported that Martinez advertised the request for proposals for CMAR services for the construction of Phase I Project and received five (5) bids. Mr. Martinez then noted that the Construction Committee met and tabulated the scores for the proposed CMAR candidates. Mr. Martinez stated that Martinez reviewed the qualifications and experience of the highest ranked candidates.

Mr. Martinez then presented to and reviewed with the Board a summary of the proposals for CMAR services for the Project and Martinez's letter of recommendation for same, copies of which are attached hereto. Mr. Martinez recommended awarding the contract for CMAR services for the Project to J.E. Dunn Construction Services ("J.E. Dunn").

Upon motion by Commissioner Brost, seconded by Commissioner Williams, after full discussion and the question being put to the Board, the Board voted unanimously to award the CMAR Services Contract for the Phase I Project to J.E. Dunn, approve and authorize execution of the contract for same, subject to review of same by RBAP.

Mr. Martinez went on to review the proposed timeline regarding the design, permitting and construction process of the Phase I Project , a copy of which is attached hereto. Mr. Martinez reported that he has scheduled a pre-construction meeting with J.E. Dunn on Friday, February 26th. Mr. Martinez added that the estimated budget for the Phase I Project will be presented to the Board on or around March 18th and construction on the Phase I Project is anticipated to commence on May 6th. A discussion ensued.

ADOPT RESOLUTION DETERMINING AND ADOPTING PREVAILING WAGE RATES FOR CONSTRUCTION PROJECTS (THE "PREVAILING WAGE RATE RESOLUTION")

Ms. Adams next discussed the requirements of Chapter 2258.022, Texas Government Code relating to prevailing wage rates. Ms. Adams presented a Prevailing Wage Rate Resolution for the Board's consideration. Ms. Adams noted that the District is required to use rates established by the United States Department of Labor and adopted by Harris County for District construction projects. A discussion ensued.

Upon a motion by Commissioner Brost, seconded by Commissioner Gundmeyer, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Prevailing Wage Rate Resolution, a copy of which is attached hereto.

REVIEW MAINTENANCE AND REPAIR ITEMS FOR THE FACILITIES AND TAKE NECESSARY ACTIONS ON SAME

Mr. Hooten reported that there are no maintenance or repair items to consider at this time. Mr. Hooten noted his office is addressing a few minor weather-related repairs at the District's Administration Building.

Ms. Adams then reported that the water well permits from the Harris Galveston Subsidence District are in the process of being transferred to the District.

STATUS OF PROCUREMENT OF IT INVENTORY AND INFRASTRUCTURE

Mr. Hooten then reminded the Board that, at the January 21st meeting, it accepted the proposal from Parinet Solutions, LLC ("PARANET") for ongoing IT management services and security in the amount of \$2,488 per month.

Mr. Hooten reported that he and the District's executive staff are currently coordinating with PARANET and Martinez regarding the plans for the District Comm Center and equipment necessary for same.

ATTORNEY'S REPORT:

REVIEW OF RECENT PIA REQUESTS AND STATUS OF RESPONSES TO SAME

Ms. Garza noted that no PIA requests have been received since the January 21st Board meeting. Ms. Garza then reported on the status of the three (3) outstanding PIA requests, including responses to and requests for Texas Attorney General rulings on same.

REVIEW PROPOSALS FROM ELECTION SYSTEMS AND SOFTWARE ("ES&S") AND HART INTERCIVIC ("HART") FOR PURCHASE OF ELECTION EQUIPMENT AND TAKE NECESSARY ACTIONS ON SAME

Ms. Adams and Ms. Garza then presented to and reviewed with the Board three (3) proposals from ES&S and five (5) proposals, one (1) being for the purchase of four (4) additional electronic poll pads, from Hart for the purchase of new election equipment, copies of which are attached hereto. A discussion ensued. Action on this item was tabled pending the Commissioners' review of the proposals.

REVIEW DISTRICT CONSULTANT CONTRACTS AND TAKE NECESSARY ACTIONS ON SAME

There was no discussion on this matter at this time.

ENGAGE ARBITRAGE COMPLIANCE SPECIALISTS ("ACS") TO PERFORM FUTURE ARBITRAGE COMPLIANCE REVIEWS PURSUANT TO SECTION 148, INTERNAL REVENUE CODE

Ms. Adams then reviewed the Engagement Letter from ACS related to the District's recent (and any future) issuance of debt and related arbitrage and yield restriction review for same, a copy

of which is attached hereto. Ms. Adams explained that ACS' role is to ensure the District's compliance with the various federal yield restriction and arbitrage requirements in connection with the District's outstanding tax-exempt debt. Upon motion by Commissioner Williams, seconded by Commissioner Brost, after full discussion and the question being put to the Board, the Board voted unanimously to engage ACS to prepare the arbitrage compliance reports in connection with the District's tax exempt debt.

Ms. Linn exited the meeting at this time.

ADOPT AMENDED DISTRICT ORGANIZATIONAL CHART

STATUS OF HIRING FOR MIDDLE-MANAGEMENT EMPLOYMENT AND AUTHORIZE POSTING OF OTHER LEVELS OF EMPLOYMENT

STATUS OF SECOND PHASE OF SPECIAL DISTRICT EXAMINATION BY PKF, RELATED TO THE PKF REPORT

REVIEW AND TAKE ANY NECESSARY ACTIONS ON MONTHLY OPERATIONS AND FINANCIAL REPORT FROM CCEMS, CCEMS BILLING/COLLECTION PROCESSES AND PROCEDURES, STATUS OF INVESTIGATION OF CCEMS MAINTENANCE FACILITY AND EMPLOYEES RELATED THERETO AND DISCUSS TRANSITIONAL MATTERS

REVIEW MATTERS RELATED TO THE SERVICE AGREEMENT WITH CCEMS, INCLUDING STATUS OF CCEMS V. THE DISTRICT, *ET AL*, (THE "CCEMS LITIGATION") AND TAKE ANY NECESSARY ACTION ON SAME

Commissioner Plummer then stated that the Board would be going into Executive Session at this time to discuss matters of attorney-client privilege, pending or contemplated litigation and personnel matters pursuant to Sections 551.071 and 551.074, Texas Government Code regarding these agenda items.

All meeting attendees, with the exception of all members of the Board present, Ms. Adams, Ms. Garza, Ms. Abedinzadeh (via teleconference), Ms. Christensen, Mr. Trachtenberg, Ms. Phillips and Mr. Hooten exited the meeting at 10:50 a.m.

Pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended, specifically Sections 551.071 and 551.074 regarding matters of attorney-client privilege, pending or contemplated litigation and personnel matters, Commissioner Plummer convened the Board in Executive Session at 10:59 a.m., to deliberate personnel matters, the PKF Report and CCEMS Litigation. The persons present in the Executive Session at various times were Commissioners Plummer, Williams, Pinard, Grundmeyer and Brost, Ms. Adams, Ms. Garza, Ms. Abedinzadeh (via teleconference), Ms. Christensen, Mr. Trachtenberg, Ms. Phillips and Mr. Hooten.

RECONVENE IN OPEN SESSION

All meeting attendees still present re-entered the meeting at 12:34 p.m.

Commissioner Plummer then reconvened the meeting in open session at approximately

12:35 p.m. at which time the following action was taken by the Board:

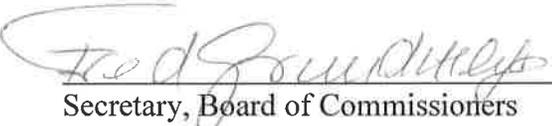
Upon motion by Commissioner Williams, seconded by Commissioner Brost, after full discussion and the question being put to the Board, the Board voted unanimously to not authorize payment of CCEMS invoice no. 7468, unless and until a CCEMS budget for January – August of FYE December 31, 2021 is accepted by the District's Board pursuant to the Service Agreement, and CCEMS provides documents to prove that CCEMS needs the invoiced amount, given its other revenue sources.

Upon a motion by Commissioner Williams, seconded by Commissioner Brost, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the amended District Organization Chart, as presented.

There being no further business to come before the Board, the meeting was adjourned at 12:37 p.m.

PASSED, APPROVED AND ADOPTED this 18th day of March 2021.




Secretary, Board of Commissioners