

**MINUTES OF MEETING OF THE  
BOARD OF COMMISSIONERS**

**JUNE 27, 2023**

**THE STATE OF TEXAS**  
**COUNTY OF FORT BEND**  
**FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 4**

§  
§  
§

The Board of Commissioners (the "Board" or the "Commissioners") of Fort Bend County Emergency Services District No. 4 (the "District") met in special session, open to the public, at 33301 F.M. 1093, Fulshear, Texas 77441, the regular meeting place of the District, on Tuesday, June 27, 2023, at 8:00 a.m.; whereupon, the roll was called of the members of the Board, to-wit:

Ed Krenek	President
Tommy Kuykendall	Vice President
Robert Pechukas	Secretary
Kim Stacy	Treasurer
Daniel McJunkin	Assistant Secretary/Treasurer

All members of the Board were present, with exception of Commissioners Krenek and Pechukas, thus constituting a quorum. The following District employees were in attendance: Fire Chief Herc Meier; Assistant Chief Wade Goates; Ms. Brandi Crone, Chief Operations Officer ("COO"); and Ms. Karol Bone, Administrative Assistant. Also in attendance were: Ms. Regina D. Adams (via teleconference), attorney, and Ms. Raechel Rodriguez (via teleconference), legal assistant, of Radcliffe Adams Barner PLLC (the "Attorney" or "RAB"), attorney for the District; and Mr. Aaron Armijo, a member of the public.

WHEREUPON, the meeting was called to order at 8:11 a.m. and evidence was presented that public notice of the meeting had been given in compliance with the law.

**PUBLIC COMMENT**

There was no public comment.

**PAYMENT OF INVOICE TO CITY OF FULSHEAR (THE "CITY") FOR TAP FEES FOR CROSS CREEK RANCH ("CCR") STATION**

Ms. Crone presented to the Board the invoice from the City for tap fees for the CCR Station. Upon motion by Commissioner Stacy, seconded by Commissioner McJunkin, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize payment of the invoice from the City for tap fees for the CCR Station in the amount of \$47,348.92.

**PAYMENT OF INVOICE TO SAFEGUARD STUDIOS LLC ("SAFEGUARD")**

Ms. Crone then presented to the Board the invoice from Safeguard in the amount of \$997.50. Upon motion by Commissioner McJunkin, seconded by Commissioner Stacy, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize payment of the invoice from Safeguard in the amount of \$997.50.

**JOHNSON DEVELOPMENT/JORDAN RANCH PROPERTY SALES CONTRACTS**

The Board tabled this matter.

**COMMISSIONER ACCESS TO DISPATCHED CALLS**

The Board tabled this matter.

**COMMISSIONER ACCESS TO ALL DISTRICT OWNED/OPERATED BUILDINGS**

**SECURITY DEVICES, EQUIPMENT, POLICIES AND PROCEDURES AND/OR PROTOCOLS AT ALL DISTRICT STATIONS**

It was noted these matters would be discussed during Executive Session.

**DISCUSSION AND POSSIBLE ACTION REGARDING FIREFIGHTER SUPPLIES**

Commissioner Stacy noted that there was not fresh water at various District stations and that water filters needed to be replaced. A discussion ensued regarding historical drinking water delivery matters and the status of same. Chief Meier noted that the District was awaiting proposals for a new water delivery service.

**ORGANIZATION AND APPOINTMENT OF BOARD MEMBERS TO VARIOUS COMMITTEES**

The Board tabled this matter.

**FIRE DEPARTMENT PERSONNEL MEETINGS**

**DEPARTMENT STAFFING AND SCHEDULING**

**FIREFIGHTER PAY**

**OVERTIME PAY**

It was noted these matters would be discussed during Executive Session.

## **ESTABLISHMENT OF POLICY FOR FIREFIGHTERS AND ADMINISTRATIVE STAFF TO ATTEND BOARD MEETINGS**

Commissioner McJunkin stated that District firefighters should have the opportunity to attend Board meetings. A discussion ensued regarding a potential policy regarding District firefighters and administrative staff attendance at Board meetings. Ms. Crone stated that Board meeting information would be included in new hire packets.

## **UNIFORMS AND DRESS CODE POLICY**

Commissioner Stacy inquired about the Dress Code Policy that prohibits District firefighters from wearing their uniforms, or any District branded clothing, while not on duty. Chief Meier noted that the policy regarding uniforms was established during COVID-19 to prevent the additional potential for contamination to uniforms.

Chief Meier also noted that some firefighters were written-up for wearing District branded caps in public. Commissioner Stacy noted that a policy allowing District staff to wear District branded clothing would be good publicity for the District. An extensive discussion ensued regarding the policy and concerns regarding the image of the District. Commissioner Kuykendall stated that issues regarding the District's image should be handled on a case by case basis and that expectations regarding such matters should be discussed during new employees' orientation. Commissioner McJunkin expressed that he felt that wearing District branded clothing shows pride and respect to the taxpayers who fund the District's operations.

## **ORGANIZATIONAL CHART**

The Board tabled this matter.

## **CONVENE IN EXECUTIVE SESSION**

Commissioner Kuykendall then stated that the Board would enter into Executive Session to discuss matters of attorney-client privilege, security and personnel matters.

All meeting attendees, with the exception of all members of the Board present, exited the meeting at 9:18 a.m.

Pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended, Section 551.071 regarding matters of attorney-client privilege, Section 551.074 regarding personnel matters and Section 551.076 regarding security matters, Commissioner Kuykendall convened the Board into Executive Session at 9:19 a.m. The persons present in the Executive Session at various times were Commissioners Stacy, Kuykendall and McJunkin; Chief Meier; Ms. Crone; Ms. Adams; and Ms. Rodriguez.

Ms. Rodriguez exited Executive Session at 9:46 a.m.

Ms. Adams exited Executive Session at 9:53 a.m. and reentered at 10:45 a.m.

Ms. Crone, Chief Meier, Chief Goates and Ms. Bone entered Executive Session at 11:02 a.m.

**RECONVENE IN OPEN SESSION**

All meeting attendees still present re-entered the meeting at 12:27 p.m. and Commissioner Kuykendall reconvened the meeting in open session, at which time the Board took the following action:

Upon motion by Commissioner Stacy, seconded by Commissioner McJunkin, after full discussion and the question being put to the Board, the Board voted unanimously to authorize paying time and a half for 12 hours worked on the July 4, 2023 holiday.

The meeting was adjourned at 12:28 p.m.

PASSED, APPROVED, AND ADOPTED this 18<sup>th</sup> day of July, 2023.

(DISTRICT SEAL)



---

Secretary, Board of Commissioners