

# VILLAGE FIRE DEPARTMENT REGULAR MONTHLY BOARD MEETING 2-28-2024

VILLAGE FIRE DEPARTMENT

REGULAR MONTHLY BOARD MEETING

Wednesday, February 28, 2024, 6:00 P.M

Notice is hereby given of a regular monthly meeting of the Fire Commission of the Village Fire Department, to be held on **WEDNESDAY, February 28, 2024, at 6:00 P.M.**, 901 Corbindale, Hedwig Village, Texas 77024.

1. **CALL TO ORDER**
2. **COMMENTS FROM THE PUBLIC (Comments are limited to 3 minutes each)**
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 requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
  - A. Approval of Minutes – Minutes- January 2024
  - B. Approval of Bills Paid – January 2024
4. **REPORTS**
  - A. Steering committee report and possible action
    - Facility Update
    - Roof replacement change order contractor reduction
    - Change order pyramid roofing.
    - Consultant, Karl Shaak
  - B. Treasurer’s Financial Reports – January 2024
    - Worker Compensation Contract
    - EMS Reports
  - C. Fire Chief’s Report – Events of January 2024, Monthly Performance; Incidents, Record of Calls, Projects, Response Times, etc. 2024
    - Staffing (All)
    - Part-time Dispatcher
5. **CONSIDERATION OF CONTRACTS/AGREEMENTS** – The Board will discuss and consider possible action on the following:

OLIVER, RAINEY & WOJTEK, L.L.P.– engagement letter 2024-2025
6. **CONSIDERATION OF RESOLUTIONS** – The Board will discuss and consider possible action on the following:

**None**
7. **DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS** – The Board will discuss and consider possible action on the following:
  - A. Financial Consultant – update on findings and recommendations, Claire Bogard
  - B. Budget workshops

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8. **DISCUSSION OF AND POSSIBLE ACTION ON THE FOLLOWING** - The Board will discuss and consider possible action on the following:
- A. Department Policies & Procedures
  - B. Bylaws
  - C. Ambulance revenue
  - D. Determination of public purpose - Donating stuffed dogs to resident children on service calls
9. **EXECUTIVE SESSION** - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to seek legal advice related to the following matters:
- A. Executive session pursuant to Section 551.074 authorizing a governmental body to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the following positions:
    - (1) Fire Chief
    - (2) Finance Position
    - (3) Administrator
    - (4) Administrative Specialist
10. **ACTION – CLOSED SESSION** – The Board of Directors will consider and take any actions necessary on items discussed in Executive Session
11. **DISCUSSION OF AND POSSIBLE ACTION ON THE FOLLOWING** - The Board will discuss and consider possible action on the following:
- A. Fire Chief Selection Committee
  - B. Interim Fire Chief to permanent Fire Chief
12. **FUTURE TOPICS**
13. **NEXT MEETING DATE**
- March 27, 2024**
14. **ADJOURNMENT**

I certify that the agenda for the 28<sup>th</sup> of February 2024, Regular Monthly Meeting was posted at the fire department this the 23<sup>rd</sup> day of February 2024, at 4:00 P.M

Marlo Longoria, Administrator

The facility is wheelchair accessible and accessible parking is available. Requests for accommodations or interpretive services must be made at least forty-eight (48) hours prior to this meeting. Please contact the Fire Chief's Office at (713) 468-7941 or FAX (713) 468-5039 or [longoria@villagefire.org](mailto:longoria@villagefire.org) for further information.