



WESTFIELD FIRE DEPARTMENT

4105 Lauder Road
Houston, TX 77039

BOARD OF DIRECTORS
WILLIAM GOODROE
PETE RODRIGUEZ
KIRK GIVLER
ROBBY ORCHA
PAT SIDDONS

Type of Meeting: Regular Monthly Meeting

Date of Meeting: 01/24/2017

Minutes Prepared By: Esmeralda De Los Santos

Start Time: 12:03 p.m.

End Time: 1:36 p.m.

Location of Meeting: 4105 Lauder Rd - Conference Rm

OPENING AGENDA

Meeting Facilitator: Pat Siddons

Call to Order By: Pete Rodriguez

Roll Call By: Pete Rodriguez

at: 12:03 p.m.

ATTENDANCE AT MEETING

Pete Rodriguez

Pat Siddons

Robby Orcha

Kirk Givler

Fire Chief Stephen Whitehead

Esmeralda De Los Santos - Office Manager

CITIZENS' FORUM

Persons desiring to address the Board must limit their presentation to no more than two minutes. The Texas Open Meetings Act prohibits the Council from responding to any comments other than to refer the matter to a future agenda, to an existing policy, or to a staff person with specific factual information. Claims against the Board, Fire Chief, or employees, as well as individual personnel appeals are not appropriate for citizens' forum.

Fill in the blank as bullet points:

None

WESTFIELD FIRE DEPARTMENT

FIRE CHIEF REPORT

End of the Year Report Runs:

Total Runs: 14,449

Rapid Response: 629

Average Turnout Time: 1 min 27 sec

About an even breakdown on calls between stations:

Station 2: 319 calls

Central: 404 calls

L8: 102 calls

T5: 98 calls

Year End Budget:

- ~\$36,000 under budget. This figure is included in 2017's approved budget.
- Some questions regarding Fleet Ops expense and Building Maintenance expense was raised and detailed financials covering those areas were presented to the Board.
- Confirmed receipt of \$5,000 donation from HCEC.

WESTFIELD FIRE DEPARTMENT

CONSENT AGENDA

All items listed under Consent Agenda are considered to be routine in nature and will be enacted by one motion and vote. There will not be separate discussions of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Approval of Minutes from Last Regular Board Meeting on: 12/06/2016

1st Motion by: Kirk Givler

2nd Motion by: Robby Orcha

Approved: Yes

Approval of Payroll Expense for month: Feb year: 2017

1st Motion by: Kirk Givler

2nd Motion by: Pat Siddons

Approved: Yes

Review and Discuss Payment of Bills for month: Feb year: 2017

1st Motion by: Kirk Givler

2nd Motion by: Pat Siddons

Approved: Yes

Non-Action Items:

Pat Siddons - Raised concerns of trucks not being washed or clean inside. States Station 2 has filthy floors.

Kirk Givler - Requests to shop around for other truck fuel options in hopes to lower our fuel costs.

WESTFIELD FIRE DEPARTMENT

OLD BUSINESS

Emergency Reporting is not auto drafting. This has been a continuing problem since mid-2016. Chief will follow up on correcting the problem.

NEW BUSINESS

Westfield Fire Department celebrates it's 70 birthday this year.

Potential merger between ESD 24 & 25. Pros and cons were discussed.

Results of the forum:

1. Request additional time from Chief Jackie to consider their proposal.
2. Fire Board Directors and Fire Chief to attend the next ESD #25 Board Meeting on Feb 1st at 7 p.m. to further discuss the potential merger and to discuss other avenues in getting funding for the needed additional manpower at WFD.
3. Present to ESD #25 Board a third party financial advisor from Emergency Services Consulting International experienced in ESD mergers to advise if the merger would be beneficial to Westfield Fire Department.

DATE FOR NEXT BOARD MEETING

Feb 1st at 6 p.m.

ADJOURNMENT

1st Motion by: Pat Siddons

2nd Motion by: Kirk Givler

Meeting was adjourned at: 1:36 p.m.