

**MINUTES OF THE SEPTEMBER 10, 2018 MEETING OF THE  
BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**

A meeting was duly called of the **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**, which was held on **September 10, 2018**, at the District's Manvel EMS Station, 6931 Masters Road, Manvel, Texas 77578.

The meeting was called to order at 6:34 P.M. by **DARRELL VALUSEK**, District President. Those commissioners present were **DARRELL VALUSEK, MIKE JONES, FRANK HAGDORN, MATT GLAVES, AND ROY BEKEN**. Also present were District Executive Director Dave Ferguson, District bookkeeper Lori Buckner of Myrtle Cruz, Inc., District legal counsel John Peeler of Coveler & Peeler, PC, chiefs, directors, and member of the District's fire and emergency medical service providers, and members of the public. Mr. **VALUSEK** also welcomed County Commissioner for Precinct 3 Stacy Adams.

The Board then opened the floor for public comment under item 2 of the agenda. The Board received comment from several people, including the following:

Joe Stepchinski, Rosharon VFD, expressed concern about the way vehicle maintenance was being handled, stating that the District was wasting money on maintenance by using vendors that do not perform at a high standard. He also expressed concern about the procedures for requisitioning equipment.

William Grace expressed concern over arguments in social media about District operations and policies. He also is concerned about the lack of communication of the board.

Sydney Hargroder advised she spent several days working on questions for the town-hall meeting. She expressed concern that quite a few of those questions were not answered.

The Board then addressed item 3, to receive reports from District providers.

Ron Schmitz, Chief of Alvin Emergency Medical Services provided the following: Total runs year to date was 3,481 with 444 of those for the month of August. There were 4 mutual aid calls to other cities with 12 mutual aid calls for Alvin EMS.

Fire Chief Rex Klesel provided an update for Alvin Volunteer Fire Department: Total calls for service, 475, there are 5 full time employees, 3 part-time employees with 2 assigned to the Fire Marshall's office, and 62 volunteers. Chief Klesel advised they have 10-11 new students in volunteer training. Chief Klesel was asked how Alvin VFD was able to get volunteers. Chief

Klesel stated there needs to be respect of the volunteers, give them good equipment to work with and to continually recruit.

Chris Hogan, Chief of Angleton Fire Department provided the following: 514 calls year to date, a 6% increase over 2017. Chief Hogan advised the following as the top 5 types of calls: 121 structure fires, 115 hazmat incidents, 50 landing zones, 45 wild land fires and 29 rescues with a total of 360 city calls and 154 ESD calls.

The Board then addressed item 4, address questions and concerns from contracted emergency services providers as identified through the District Provider Feedback and Communications Policy. No action was taken

The Board then addressed item 5, to review and approve the consent agenda. Mr. **GLAVES** made a motion, seconded by Mr. **JONES**, to approve the consent agenda consisting of minutes of meetings held on August 13, August 21 and August 28, 2018 and Financial and bookkeeping matters, including payment of the bills and review of reports concerning the District financial condition and investments. The motion carried by a vote of 5 to 0.

The Board then addressed item 6, the Non-Consent Agenda, including items removed from the Consent Agenda. Mr. Ferguson reported regarding Liverpool Volunteer Fire Department – Reimbursement of Expenses. He said that he is working with the Chief of Liverpool VFD on questions pertaining to the reimbursement of expenses. Mr. Ferguson respectfully requested approval for payment up to amount requested once those questions are answered. Motion made by Mr. **BEKEN** and second by Mr. **GLAVES** to follow the recommendation of Mr. Ferguson to table this item. After discussion, the motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 7, approval of sales of properties held in trust by Brazoria County Tax Office. No action was taken as no property files were received from the County.

The Board then addressed agenda item 8, to review and take action to approve the FY 2019 Emergency Services Provider Budget Proposal Submission forms. Mr. Ferguson presented the forms to be used for the FY 2019 budget proposal submission. Mr. Ferguson requested authorization to distribute the forms to the providers. Mr. Ferguson also requested the providers bring completed forms to the budget meetings. Motion made by Mr. **GLAVES** and second by Mr. **BEKEN** to authorize distribution of the FY 2019 budget proposal submission forms. After discussion, the motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 9, to review and take action to set meeting dates for 2019 budgeting workshops. Mr. Ferguson presented the dates of Thursday, September 27, 2018 and Monday, October 1, 2018 as meeting dates for the budgeting workshops. Mr. **BEKEN** made a motion, seconded by Mr. **JONES**, to approve the dates as presented for the budgeting workshops. After discussion, the motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 10, to review and take action to approve a resolution regarding funds donated to contracted emergency services providers. Mr. Ferguson reported that one thing that was heard at the town-hall meetings was a concern that the District would require providers to give the District monies from donated funds. Mr. Ferguson presented to the board a resolution that states: The District will neither ask nor require emergency services providers, with who the District holds contracts to provide fire and emergency medical services, to make any proceeds from funds that the provider collects as a result of their charitable status available to, or for the use of, the District. Mr. Ferguson advised, the resolution has been reviewed by District counsel. A motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to approve the resolution as presented. After discussion, the motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 11, to review and take action to modify District administrative procedures. Mr. Owens proposed to the board to divide up the district according to the precincts to help facilitate questions and answers from the providers. Commissioner Jones, Pct. 1, Liverpool and DemiJohn, Commissioner Hagdorn, Pct. 2, Manvel, Danbury, and Iowa Colony, Commissioner Glaves, Pct. 3, Alvin and CR 143, Commissioner Beken, Pct. 4, Rosharon and Holiday Lakes. Commissioner Valusek, as President of the board, would have an umbrella oversight. Mr. Ferguson proposed to divide oversight for day to day operations as the following: Commissioner Beken; maintenance, facilities and vehicle selection, Commissioner Glaves; financing and purchasing, Commissioner Jones; Community relations and provider relations, and Commission Hagdorn; contracting, reporting and procedure development. Mr. **BEKEN** would like to use this list as a guide and send information as needed.

The Board then addressed agenda items 12, to review and take action regarding the required financial audits of District emergency services providers. Mr. Owens reported there were YE 2015, 2016, and 2017 audits missing with a total of 13 missing audits. Mr. Owens requested this item to be tabled until Mr. Owens can speak and work with those providers with missing audits.

The Board then addressed agenda item 13, to review and take action to approve a contract with BCOS Office Technologies, Inc. for printer and copier services. Mr. **BEKEN** made a motion, seconded by Mr. **GLAVES** to approve the contract with BCOS Office Technologies, Inc. After discussion, the motion was approved by a vote of 5 to 0.

The Board then addressed items 14 and 15, Closed Session. The Board entered Close Session to consult with legal counsel and to discuss items related to potential real estate transactions at 7:22 P.M. and returned to Open Session at 7:55 P.M.

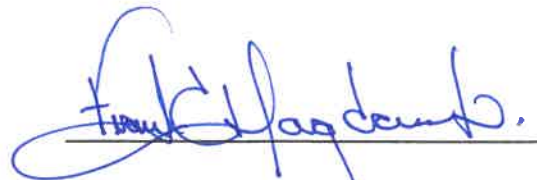
The Board then addressed agenda item 16, to review, discuss, and take action regarding the acquisition of real estate for the development of fire and/or EMS facilities, including, but not limited to, receiving information and engaging professional services related to the selection of real property for emergency services facilities. No action was taken.

The Board then addressed agenda item 17, to review and take action to approve the settlement agreement for any pending lawsuit against Holiday Lakes VFD. No action was taken.

The Board then addressed agenda item 18, to review and take action to revise emergency services provider funding including, but not limited to, additional operations funding, funding for grant matches, and capital advances. No action was taken.

The Board then addressed agenda item 19, to review and take action on emergency requests from providers for funds for, but not limited to, urgent repairs or replacement of equipment necessary to insure safety to providers and the public. No action was taken.

There being no further business brought before the Board, nor any further public comment, upon Motion made, the meeting adjourned at 7:56 P.M.



Secretary of the Board