

MINUTES OF THE OCTOBER 15, 2018
SPECIAL MEETING OF THE
BRAZORIA COUNTY
EMERGENCY SERVICES DISTRICT NO. 3

A special meeting was duly called of the **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**, which was held on **October 15, 2018**, at the District's Manvel EMS Station, 6931 Masters Road, Manvel, Texas 77578.

The meeting was called to order at 6:30 P.M. by **DARRELL VALUSEK**, District President. Those commissioners present were **MIKE JONES**, **MATT GLAVES**, and **FRANK HAGDORN**. Commissioner **ROY BEKEN** arrived at 6:31 P.M. Also present was the District Executive Director, Dave Ferguson, chiefs, directors, and members of the District's fire and emergency medical service providers.

The Board addressed item 2, to review and take action on amending District policy related to the paid time off benefit. Mr. Ferguson presented to the Board an amendment to an operational policy, that if used, could cause a sudden increase in payroll. Since the amendment to the policy could, if used, potentially cause a monthly sudden unplanned increase in payroll, Mr. Ferguson requests Board approval to amend the policy related to the donation of paid time off from one employee to an employee with an approved financial hardship. Motion made by Mr. **GLAVES** and second by Mr. **JONES** to follow the recommendation of Mr. Ferguson to amend the District policy related to the paid time off benefit. After discussion, the motion was approved by a vote of 5 to 0.

The Board then addressed item 3, to review any and all issues related to coverage of the District by emergency services providers, including, but not limited to coverage areas, proposed consolidation or coordination of providers, and placement of emergency services facilities, vehicles, and equipment. Mr. Ferguson offered his recommendation regarding Liverpool Engine 1503 and former Manvel Engine 1201. Mr. Ferguson recommended returning Liverpool Engine 1503 to Liverpool Volunteer Fire Department and returning former Manvel Engine 1201 back to District reserve status with the commitment of the District to address, as soon as they are able, the size restrictions of the Liverpool Volunteer Fire Department station. Once the station has been expanded, then the District should address adding an appropriate sized apparatus once it becomes time. Motion made by Mr. **JONES** to place the 2007 Pierce back into service as a District

reserve truck and Liverpool engine 1503 returned to the Liverpool Volunteer Fire Department. Second by Mr. **GLAVES**. After discussion, the motion was approved by a vote of 5 to 0.

The Board then addressed item 4, to review and take action to revise emergency services provider current fiscal year funding including, but not limited to, additional operations funding, funding for grant matches, and capital purchases. Mr. Ferguson reported that Liverpool Volunteer Fire Department was up against their contracted limit of \$36,000 for reimbursement. Mr. Ferguson recommended, moving forward, to continue to fund expenses from that department beyond the contracted limit in the categories of fuel and utilities. Mr. Ferguson also recommended any other expenses be brought to his office for pre-approval for the remainder of the physical year. Mr. **BEKEN** made a motion, seconded by Mr. **GLAVES** to continue to fund expenses from Liverpool Volunteer Fire Department beyond the contracted limit in the categories of fuel and utilities. After discussion, the motion carried by a vote of 5 to 0.


The Board then addressed item 5, to review and take action to authorize the capital purchase of replacement thermal imaging cameras. Mr. **GLAVES** advised the Board that a needs assessment should be conducted of all of the fire department providers for the District before anything is purchased. Mr. **GLAVES** noted the thermal imaging cameras were not a life safety issue and they are not needed today. Mr. **JONES** expressed that the thermal imaging cameras were, in fact a life safety issue and there are funds in the equipment emergency fund. Mr. **GLAVES** disagreed with Mr. **JONES**. Motion was made by Mr. **GLAVES** and seconded by Mr. **BEKEN** to hold off on the purchase of the thermal imaging cameras until a needs assessment can be made. After continued discussion, the motion carried with a vote of 4 to 1.

The Board then addressed item 6, to review and take action to modify District administrative procedures. Mr. Owens requested clarification of the Board on the assignment of the Commissioners to be the point of contact for specific contracted providers. His recommendation was that, for the Precinct One appointee, Commissioner **JONES**, the providers will be Angleton, Alvin, and Demi John Volunteer Fire Department. For the Precinct Two appointee, Commissioner **HAGDORN**, the providers will be Danbury Emergency Medical Services, Danbury Volunteer Fire Department, Iowa Colony

Volunteer Fire Department, and Manvel Volunteer Fire Department. For the Precinct Three appointee, Commissioner GLAVE, the providers will be Liverpool Volunteer Fire Department, and CR 143 Volunteer Fire Department. For the Precinct Four appointee, Commissioner BEKEN, the providers will be Rosharon Volunteer Fire Department and Holiday Lakes Volunteer Fire Department.

The Board then addressed item 7, to receive presentations regarding proposed budget and submissions from contracted emergency services providers. The District then reviewed the proposed budgets from the four providers who presented to the Board: Angleton Area Emergency Medical Corp, Angleton Fire Department, Danbury Volunteer Fire Department, and Danbury Emergency Medical Service. The Board and administrative personnel asked questions of the providers as they presented their proposals.

There being no further business brought before the Board, upon made motion to adjourn, meeting adjourned at 7:44 P.M.


Secretary of the Board