

MINUTES OF THE MAY 21, 2019 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 **May 21, 2019**, at the District's Manvel EMS Station, 6931 Masters Road, Manvel, Texas 77578.

The meeting was called to order at 6:32 P.M. by **DARRELL VALUSEK**, District President. Those commissioners present were **MATT GLAVES, FRANK HAGDORN, MIKE JONES**, and **ROY BEKEN**. Also present were District Executive Director Dave Ferguson, District legal counsel John Peeler, chiefs, directors and members of the District's fire and emergency medical service providers.

The Board opened the floor for public comment under item 2 of the agenda, but no public comment was offered.

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

Lucille Maes provided a report for Angleton Area Emergency Medical Corps: 1609 total calls for 2019 with 591 calls being in Brazoria County Emergency Services District No. 3 area. There are a total of 41 employees at Angleton Area Emergency Medical Corps. The department was able to purchase 3 vents with a grant from DOW Chemical. The department has hosted and attended many trainings this year, including two trainings funded by RAC grants.

No one was present to report for County Road 143 Volunteer Fire Department, though the Department did file a written report with District staff.

Scott Osborn provided a report for Danbury Volunteer Fire Department: 53 total calls, there has been an increase in mutual aid calls due to responses in Liverpool. There are currently 23 members on the roster. The department introduced a new training officer at the beginning of the year. Danbury Volunteer Fire Department held a fundraiser in which they made \$1,326.00. The department has trained at the fire field once this year and is planning another trip for later this year.

No one was present to report for Demi-John Volunteer Fire Department, though the Department did file a written report with District staff.

The Board then addressed agenda item 4, to approve the consent agenda including prior meeting minutes, and financial matters. Mr. **GLAVES** made a motion, seconded by Mr. **BEKEN** to approve the consent agenda. The motion was approved by a vote of 5 to 0.

The Board then addressed item 5, the Non-Consent Agenda, including items removed from the Consent Agenda. No items submitted.

The Board then addressed item 6, to review and take action to approve 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 item 7, to review and take action on the 2018 District Audit. A representative from McCall Gibson Swedlund Barfoot PLLC provided a presentation to provide a draft of the 2018 District audit and discuss the audit findings thus far. A representation letter was signed by the commissioners. No other action was taken.

The Board then addressed items 8, 9, 10, and 11 together to discuss and take action regarding delinquent property taxes and the ratification of the contract with a collections counsel. Counsel presented a short resolution addressing retaining delinquent tax collection counsel and continuing to impose penalties to defray the costs of delinquent collections under the provisions of Texas Tax Code §§ 33.07, 33.08 and 33.11. Mr. **BEKEN** made a motion, seconded by Mr. **GLAVES** to approve the resolution. The motion was approved by a vote of 5 to 0.

The Board then addressed item 12, to review a presentation from the Texas County and District Retirement System. Mr. Ferguson presented four retirement plan options to the Board to choose from. There was discussion between the Board, Mr. Ferguson and District legal counsel about the options and the Board requested a meeting with a representative from the Texas County and District Retirement System. No action was taken.

The Board then addressed item 13, to review and take action to approve enrollment in health benefits for District employees. Mr. Ferguson presented a policy for consideration and approval upon the policy renewal date. The updated policy with Winstar provides equivalent coverage with a significant monetary savings for the District. Mr.

GLAVES made a motion, seconded by Mr. **HAGDORN** to approve the policy plan changes at the date of renewal. The motion was approved by a vote of 5 to 0.

The Board then addressed item 14, to review and take action to modify District administrative procedures. Mr. Ferguson presented the Board with a Citizens Advisory Council Policy draft to review. Upon approval, the District would advertise the council positions and begin filling the roles. A motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to approve the policy and begin the search for council members. The motion was approved by a vote of 5 to 0.

The Board then addressed item 15, to review and take action to approve an amendment to the existing contract with ESO. No action was taken.

The Board then addressed item 16, to review and take action to approve a contract with Slattery Tackett Architects. No action was taken.

The Board then addressed items 17, 18, and 19, Closed Session. The Board entered closed session to consult with legal counsel, to discuss items related to potential real estate transactions and to review personnel matters at 7:20 P.M. and returned to Open Session at 9:13 P.M.

The Board then addressed item 20, to review 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. Mr. Peeler recommended that the Board respectfully notify Iowa Colony that they return the signed contract by the next District meeting because of other contractual requirements by the District. A motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to notify the City of Iowa Colony that if we do not receive the signed contract by the District's next regularly scheduled monthly meeting, the contract would be cancelled. The motion was approved by a vote of 5 to 0.

The Board then addressed item 21, to review and take action regarding the development of fire and/or EMS facilities. No action was taken.

The Board then addressed item 22, to review any issues related to coverage of the District by emergency services providers. Mr. Ferguson informed the Board that Alvin Volunteer Fire Department expressed interest in leasing a tanker formerly stationed in Liverpool until the resolve of the Liverpool Volunteer Fire Department's 501(c)3 status. A

lease agreement was drafted for Alvin Volunteer Fire Department to sign. A motion was made by Mr. **BEKEN** and seconded by Mr. **JONES** to sign a lease agreement with Alvin Volunteer Fire Department for the tanker. The motion was approved by a vote of 5 to 0.

The Board then addressed item 23, to review and take action to approve the capital purchase of thermal imaging cameras. A needs assessment was completed by the District to replace thermal imaging cameras in which it was found that 3 departments need thermal imaging cameras, C.R. 143 Volunteer Fire Department, Liverpool Volunteer Fire Department, and Iowa Colony Volunteer Fire Department. The District received multiple quotes and decided to standardize the equipment to match the previous purchase from 2018. A motion was made by Mr. **GLAVES** and seconded by Mr. **BEKEN** to purchase 3 thermal imaging cameras. The motion was approved by a vote of 5 to 0.

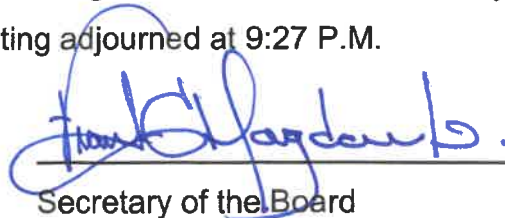
The Board then addressed item 24, to review and take action regarding the purchase of cardiac monitors for EMS operations, including issuing a request for proposal. Mr. Ferguson requested approval to release a request for proposal for cardiac monitors due to significant issues with the monitors inherited from Manvel EMS. A motion was made by Mr. **HAGDORN** and seconded by Mr. **JONES** to release a request for proposal for the number of cardiac monitors needed throughout the District. The motion was approved by a vote of 5 to 0.

The Board then addressed item 25 to review and take action to set dates for District strategic planning workshops. Mr. Ferguson discussed with the Board potential dates over the summer to review and discuss long term strategic plans for personnel, infrastructure, and apparatus before the budgeting process. No action was taken.

The Board then addressed item 26 to review and take action to revise emergency services provider funding. No action was taken.

The Board then addressed item 27, to review and take action on emergency requests from providers for funds. 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 9:27 P.M.


Secretary of the Board