

MINUTES OF THE JULY 8, 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 **July 8, 2019**, at the District's Administrative Offices, 6931 Masters Road, Manvel, Texas 77578.

The meeting was called to order at 6:33 P.M. by **MIKE JONES** District Vice-President. Those commissioners present were **MATT GLAVES, FRANK HAGDORN, and ROY BEKEN**. Those commissioners not present were **DARRELL VALUSEK**. 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 agenda item 2. The Board received comment from several people, including the following:

Delbert Burleson submitted a report to the commissioners on behalf of Ricky Burleson, Chief of Manvel Volunteer Fire Department, regarding information about the northern portion of the District.

John O'Brien from Angleton Volunteer Fire Department announced that they had 12-20 extra Scott 4500 Air-Packs if any departments were in need.

Jim Forest, a resident of Sedona Lakes, expressed his thanks to the Manvel Volunteer Fire Department and the surrounding departments for their great work putting out a large house fire in his neighborhood.

Liverpool Mayor Bill Strickland expressed his thanks to the C.R. 143 Volunteer Fire Department and the Alvin Volunteer Fire Department for participating in the Liverpool fourth of July parade.

The Board next addressed item 3, to receive reports from district Providers.

Delbert Burleson provided a report for Manvel Volunteer Fire Department. The department currently has 33 members, including duty and volunteers. The department has responded to 188 calls this year and assisted in 15 mutual aids. The department has attended multiple P.R. events with additional events being scheduled.

Chief Joe Stepchinsky provided a report for Rosharon Volunteer Fire Department. The department has 14 members and has responded to 116 calls year to date. 2 members attended training in Angleton and 1 member is scheduled to attend training at Texas A&M.

The Board then addressed agenda item 4, to receive a presentation from the Manvel Volunteer Fire Department regarding a recent structure fire. Delbert Burlison addressed a structure fire in the District that required mutual aid from surrounding departments including Pearland Fire Department. A concern was brought up regarding a new policy from Pearland Fire Department that only allows one piece of apparatus per mutual aid call. The Board requested that the District staff obtain a copy of the policy change.

The Board then addressed agenda item 5, to receive a presentation from the Angleton Area Emergency Medical Corps regarding their participation in a clinical pilot program. Chief Lucille Maes explained the potential changes to continuing education programs in the state and the pilot program that Angleton Area Emergency Medical Corps has participated in.

The Board then addressed agenda item 6, to review and approve the consent agenda. A motion was made by Mr. **GLAVES** and seconded by Mr. **BEKEN** to approve the consent agenda consisting of financial matters and minutes of prior meetings. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 7, the Non-Consent Agenda, including items removed from the Consent Agenda. No action was taken.

The Board then addressed agenda item 8, to review and take action to approve sales of properties held in trust by Brazoria County Tax Office. Two properties were submitted to the Board for approval. A motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to approve the two properties. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 9, to review and discuss appraisal values of the District and authorize counsel to prepare and publish Effective Tax Rate Notice. There was discussion between the commissioners, staff, and District legal counsel, regarding upcoming tax setting deadlines from the Tax Assessor Collector. A motion was

made by Mr. **GLAVES** and seconded by Mr. **BEKEN** to authorize District staff to complete the taxing worksheet and publish the effective tax rate notice. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 10 and 11 together. Item 10, to review and take action on appointing the Investment Officer for the District and agenda item 11, to review and take action on the District's 2019 Investment Policy. A motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to enter the amount of Emergency Operating Reserves being held to six months for emergency purposes and to appoint the District's Director of Finance, Beth Strope, as the District Investment Officer. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 12, to review and take action to modify District administrative procedures. No action was taken.

The Board then addressed agenda item 13, to review and take action to approve a resolution related to renaming the training center located within the District administrative offices. Mr. Ferguson informed the Board of the retirement of longtime Manvel EMS and Brazoria County Emergency Services District No. 3 volunteer, Ms. Hallie S. Booth. A resolution was read that would change the name of the training center to be the Hallie S. Booth Training Center. A motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to adopt the resolution. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 14, to review and take action to approve a contract with the Manvel Volunteer Fire Department regarding grant match funding for the acquisition of the new firefighting vehicle. A motion was made by Mr. **GLAVES** and seconded by Mr. **BEKEN** to approve the contract and send to the Manvel Volunteer Fire Department for their review and approval. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 15, to review information provided by the Texas County and District Retirement System and to consider possible actions necessary to enroll the District. There was discussion between the commissioners regarding the different retirement plans presented. No action was taken.

The Board then addressed agenda items 16 and 17, to meet in Closed session to consult with legal counsel regarding pending litigation and real estate matters. The Board entered into closed session at 7:40 P.M. and returned to open session at 8:30 P.M.

The Board then addressed agenda item 20, to review any and all issues related to coverage of the District by emergency services providers, including, but not limited to funding emergency services, coverage areas, proposed consolidation of providers, proposed assumption of services directly by the District, including hiring personnel, and placement of emergency services facilities, vehicles and equipment. Chief Mike Andrianatos from C.R. 143 Volunteer Fire Department submitted a letter of intent to the Board announcing that the department voted unanimously to transition into a District department and become direct volunteers with the District. A motion was made by Mr. **GLAVES** and seconded by Mr. **BEKEN** to accept the department's letter and to authorize the District staff to begin taking the next necessary steps to become a recognized fire department. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 18, to review proposals and take action to approve a capital purchase of cardiac monitors to be used for emergency medical response within the District. Mr. Ferguson informed the Board that 3 Request for Proposals were sent out and responses were received from Zoll and Physio Control/Stryker. There was discussion between the Board and Mr. Ferguson regarding both companies' products and the needs of the District as a whole. A motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to authorize the trade in of 4 cardiac monitors and the purchase of 6 cardiac monitors from Zoll Medical, to include their proposed financing plan. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 19, 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. Mr. Ferguson presented the Board with a contract from Terra associates to be reviewed and approved by the Board which would allow District architect, Mr. Slattery, to execute the contract. A motion was made by Mr. **BEKEN** and seconded by Mr. **GLAVES** to approve the contract. The motion was approved by a vote of 4 to 0.

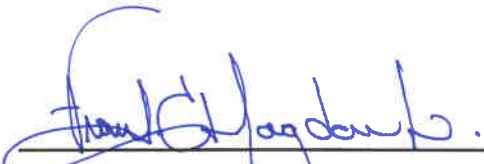
The Board then addressed agenda item 21, to review and take action to resolve any pending lawsuit or claim. Mr. Peeler recommended that that the Board appoint Mr. Beken and Mr. Ferguson to continue settlement negotiations with Holiday Lakes Volunteer Fire Department. A motion was made by Mr. **GLAVES** and seconded by Mr. **HAGDORN** to allow Mr. Beken and Mr. Ferguson to continue negotiations. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 22, To review and take action related to District legal counsel including, but not limited to, action to engage, retain, or terminate. There was discussion between the Board and District counsel regarding the performance of the legal firm representing the District. No action was taken.

The Board then addressed agenda item 23, 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 24, 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 ensure safety to providers and the public.

There being no further business brought before the Board, nor any further public comment upon motion made, the meeting adjourned at 9:12 P.M.


Secretary of the Board