

MINUTES OF THE JANUARY 13, 2020 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 **January 13, 2020**, 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 **MATT GLAVES, FRANK HAGDORN, GEORGE BULLINGTON, and ROY BEKEN**. Also present were District Director, Beth Strope, 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. Tim Welch, the District EMS Chief, thanked the Board for giving him the opportunity to serve the District and provided an update on many outstanding items in regard to District operations.

The Board next addressed item 3, to receive reports from District providers. Melissa Dossier, from Danbury EMS, reported that the department responded to 611 calls in 2019 including 49 mutual aid calls. The Department was fully staffed with 28 employees.

Chief Bynum, from Iowa Colony Volunteer Fire Department, reported that the department responded to 158 calls in 2019 and 1 call in 2020. There are 17 fire fighters in the department, including and 3 rehab team members. There are currently 8 members in a pump operator class and 5 members completed the extrication course in Katy.

The Board then addressed agenda item 4, to approve the consent agenda, including meeting minutes from prior meetings and the financial and bookkeeping matters. A motion was made by Mr. HAGDORN and seconded by Mr. GLAVES to approve the consent agenda. The motion carried by a vote of 5 to 0.

The Board then addressed agenda item 5, the non- consent agenda. There was no action taken as there was nothing on the non-consent agenda.

The Board then addressed agenda item 6, to receive information from the Chief's Committee Liaison. Chief Burleson presented the chief's capital purchase requests and

discussed with the Board about the priority of needs in the District. After reviewing capital needs issues, motion by Mr. BEKEN to have the District provide insurance for all vehicles in use by the providers, both those owned directly by the District and those owned by the providers. There was no second to the motion. Mr. VALUSEK declared the motion dead for lack of a second without objection by the other Commissioners.

The Board then addressed agenda item 7, to receive information from Angleton Area Emergency Medical Corps. Chief Maes presented the Board with survey results from a survey given to the District EMS staff. The survey given asked about pay, training, culture, work environment along with many other topics. Chief Maes also reported that she and Chief Welch were working together on the items he had previously mentioned, and they were making necessary changes to the operational portion of the District.

The Board then addressed agenda item 8, to receive information from the District EMS Chief. Chief Welch thanked the Board for engaging Angleton Area Emergency Medical Corps to help with the District EMS.

The Board then addressed agenda item 9, to elect Board officers for the 2020 term. Mr. Peeler informed the Board of the statute in the Health and Safety Code 775.037 regarding the requirement to elect commissioners to the positions of president, vice president, secretary, treasurer and assistant treasurer. The Board also engaged in a brief discussion of the duties of the various officers. Mr. BULLINGTON nominated Mr. Beken for President. Mr. HAGDORN nominated Mr. Valusek for President. A vote was taken for Mr. BEKEN as President which resulted in a 3 to 2 vote electing Mr. Beken as president. Mr. HAGDORN nominated Mr. Valusek for Vice- President which resulted in a 5 to 0 vote electing Mr. Valusek as vice president. Mr. BEKEN nominated Mr. Glaves for Treasurer which resulted in a 5 to 0 vote electing Mr. Glaves as treasurer. Mr. GLAVES nominated Mr. Hagdorn for Secretary which resulted in a 5 to 0 vote electing Mr. Hagdorn as secretary. Mr. BEKEN nominated Mr. Bullington for Assistant Treasurer and Assistant Secretary which resulted in a 5 to 0 vote electing Mr. Bullington as assistant treasurer and assistant secretary.

The Board then addressed agenda item 10, to review and take action on maintenance and insurance on non ESD owned vehicles. There was discussion between the Board, District staff, Mr. Peeler, and District providers regarding the best approach for

insuring vehicles throughout the District. A motion was made by Mr. BEKEN that the titled owner of the vehicle will be the loss payee and the other party will be secondary for defense purposes only. An amendment was made by Mr. GLAVES and seconded by Mr. HAGDORN that all non ESD owned vehicles would be co-insured so that the District and provider would be co-loss payees as well as both have coverage in the event legal defense is needed. The motion carried by a vote of 5 to 0. Maintenance on non ESD owned vehicles was tabled until the next District meeting.

The Board then addressed agenda item 11, to review and take action to set guidelines for District station repairs and upgrades. A motion was made by Mr. BEKEN and seconded by Mr. GLAVES to allow the providers to choose the color scheme on any station repairs and upgrades in accordance with city ordinances. The motion carried by a vote of 5 to 0.

The Board then addressed agenda item 12, to review and take action to approve the settlement of any pending lawsuit. No action was taken.

The Board then addressed agenda item 13, to review, discuss, and take action regarding the acquisition of real estate for the development of fire and/or EMS facilities. A motion was made by Mr. BEKEN and seconded by Mr. BULLINGTON to authorize the District president to begin the closing process for the land in Iowa Colony. The motion carried by a vote of 5 to 0.

The Board then addressed agenda items 14, 15, and 16 to meet in closed session with legal counsel to discuss any pending litigation, any real estate matter, and any personnel issues. The Board entered into closed at 8:16 P.M. and returned to open session at 9:02 P.M.

The Board then addressed agenda item 17, to review and take action on the 2020 District budget. Chief Welch, the District EMS Chief, submitted the operational budget for the District EMS including training equipment and medical equipment. A motion was made by Mr. GLAVES and seconded by Mr. HAGDORN to approve the budget requests presented. The motion carried by a vote of 5 to 0.

The Board then addressed agenda item 18, to review and take action to approve a contract addendum for Manvel Volunteer Fire Department. Mr. Peeler informed the Board that a contract addendum was needed to address the interlocal agreement

executed with MUDs 21 and 22. A motion was made by Mr. GLAVES and seconded by Mr. BEKEN to approve the contract addendum. The motion carried by a vote of 5 to 0.

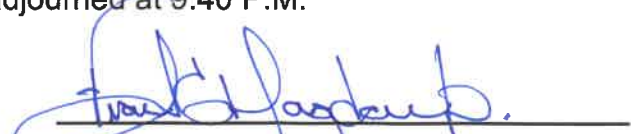
The Board then addressed agenda item 19, to review and act on any and all issues related to coverage of the District by emergency services providers including, but not limited to funding emergency services, coverage areas, proposed consolidation of providers, including hiring personnel and placement of emergency services facilities, vehicles and equipment. A motion was made by Mr. BEKEN and seconded by Mr. HAGDORN to allow Ms. Strope to begin the hiring process for a new maintenance specialist. The motion carried by a vote of 4 to 0. Mr. GLAVES abstained.

The Board then addressed agenda item 20, to review and take action to revise emergency services provider funding including, but not limited to, funding for grant matches. Iowa Colony Assistant Chief Josh Walters submitted proposals to the Board regarding the pumper the department would like to purchase with the grant they received from the forestry service. Assistant Chief Walters asked the District to approve the purchase for \$529,835. There was discussion between Assistant Chief Walters and the Board regarding the specifications of the truck, a grant match agreement between the department and the District and the different payment options, including a prepay discount if purchased before the end of the month. A motion was made by Mr. BEKEN and seconded by Mr. HAGDORN to approve the purchase of the pumper with 100% prepay option and to execute the grant match agreement between the District and the Iowa Colony Volunteer Fire Department. The motion carried by a vote of 5 to 0.

The Board then addressed agenda item 21, to review and take action on emergency requests from providers for funds. No action was taken

The Board then addressed agenda item 22, to review and take action to set any and agenda items for any necessary special meetings. A special meeting was set for Monday, January 27th at 6:30 P.M. to review audit proposals.

There being no further business brought before the Board, nor any further public comment upon motion made, the meeting adjourned at 9:40 P.M.


Secretary of the Board