

MINUTES OF THE MAY 11, 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 **MAY 11, 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 **DARRELL VALUSEK, MATT GLAVES, FRANK HAGDORN**, and **GEORGE BULLINGTON**. Also present were District legal counsel John Peeler, chiefs, directors and members of the District's fire and emergency medical service providers. Due to the state of disaster caused by the COVID-19 pandemic, the meeting was conducted via teleconference with toll-free public access.

The Board opened the floor for public comment under agenda item 2. No public comment was received.

The Board next addressed item 3, the consent agenda to approve minutes of prior meetings, financial and bookkeeping matters, including payment of the bills and review of reports concerning the Districts financial condition and investments. Mr. GLAVES requested the approval of meeting minutes be tabled due to revisions that needed to be made. Mr. Keith Argueta with JAG Argueta CPA firm, informed the Board that his staff had been in contact with District staff to gather all necessary data to complete the financial statements in 4- 5 weeks.

The Board then addressed agenda item 4, to review non- consent agenda items removed from the Consent Agenda. No items were on the non-consent agenda therefore no action was taken.

The Board then addressed agenda item 5, to review and take action on the annual review and approval of the District Investment Policy. No action was taken.

Then Board then addressed agenda Item 6 to review and take action on District compliance with cybersecurity training. Mr. Peeler informed the Board on Houswe Bill 3834 requiring all government employees to complete cybersecurity training. Mr. Peeler also reccommended the Board complete the training as well.

The Board then addressed agenda item 7, To review and take action to approve sales of properties held in trust by Brazoria County Tax Office. No action was taken as no properties were submitted for review.

The Board then addressed agenda item 8, to and take action regarding State or Federal disaster resources available to the District and Providers. The Board and District staff discussed three funding opportunities through the CARES Act and through FEMA regarding disaster resources. No action was taken.

The Board then addressed agenda item 9, to review and take action on granting exemptions for 2020. Mr. Peeler informed the Board there were 3 categories the District could grant exemptions in: Homestead, those over 65 and those with disabilities. A motion was made by Mr. GLAVES to keep the same exemptions as in the past with \$10,000 exemptions for those 65 and older and those with disabilities and give no exemptions for homestead; Mr. HAGDORN seconded the motion. The motion carried by a vote of 4 to 0.

The Board then addressed agenda item 10, to receive information from the Chief's Committee Liaison, and to approve purchase of equipment requested by the Chief's Committee Liaison. Chief Burleson, the Chief's committee liaison discussed many capital purchases requests with the Board including bunker gear, radio batteries, face shields, rescue equipment, foam and a tanker truck.

The Board then addressed agenda item 11, to receive information from the District fire consultant Dan Key, and to approve purchase or equipment request by Mr. Key. This item was addressed in conjunction with agenda item 10.

The Board then addressed agenda item 12, to review and take action to purchase equipment and supplies, including capital equipment and vehicles, including but not limited to radio batteries, firefighting foam, personal protective equipment. The Board discussed the purchase of 35 Motorola radio batteries. A motion was made by Mr. GLAVES and seconded by Mr. BULLINGTON to approve the purchase of 35 batteries for the amount of \$3,307.17. The motion carried by a vote of 4 to 0. The Board then discussed the purchase of firefighting foam at \$35 each 5 gallon pail or \$1,680 per pallet. A motion was made by Mr. GLAVES to approve the purchase of the foam and Mr. BULLINGTON seconded the motion. The motion carried by a vote of 4 to 0. The Board then discussed the purchase of NAFECO bunker gear, 25 sets of gear at \$3,484.90 each for a total

\$87,122.57. A motion was made by Mr. GLAVES and seconded by Mr. BULLINGTON to approve the purchase for PPE gear. The motion carried by a vote of 4 to 0. The Board then discussed the purchase request for rescue tools for Iowa Colony and County Road 143. A motion was made by Mr. GLAVES and seconded by Mr. HAGDORN to approve the purchase of two sets of Hurst rescue tools for \$62,009.86. The motion carried by a vote of 4 to 0. The Board then discussed purchasing 20 masks for \$68 each and 20 mask holders for \$12.99 each. A motion was made by Mr. GLAVES and seconded by Mr. BULLINGTON. The motion carried by a vote of 4 to 0.

The Board then addressed agenda item 13, to review and take action on tanker repairs and or replacement for the Rosharon Volunteer Fire Department. The item was addressed in conjunction with agenda item 10. The Board requested additional research and quotes in regard to the repair of the Rosharon Volunteer Fire Department Tanker.

Then Board then addressed agenda item 14, to receive information from the District Maintenance Specialist, and to approve the purchase of equipment requested by the District Maintenance Specialist. Scott Loy, Maintenance Specialist, requested the purchase of a brush truck for the amount of \$37,670. A motion was made by Mr. GLAVES and seconded by Mr. HAGDORN. The motion carried a vote of 4 to 0. Mr. Loy also provided the Board with an update on the progress of District maintenance.

The Board then addressed agenda item 15, to review and take action on the purchase of a District brush truck. The item was addressed in conjunction with agenda item 14.

The Board then addressed agenda item 16, to receive information from the District EMS Chief, and to approve the purchase of equipment requested by the District EMS Chief. Tim Welch District EMS Chief presented the board with a call report for the previous month. Chief Welch informed the Board calls are down drastically, with roughly 160 calls a month and about 80 transports. Chief Welch also informed the Board that the District had received the two new ambulances and that they should be up and running at the beginning of June. Chief Welch stated he was be able to work out a deal with ZOLL on cardiac monitors to receive a \$30,000 credit for the return of two monitors. A motion was made by Mr. HAGDORN and seconded by Mr. GLAVES to approve the return of two cardiac monitors. The motion carried by a vote of 4 to 0.

The Board then addressed agenda item 17, to review and take action on the disposition of surplus or salvage property. Chief Welch informed the Board that the District received an offer from Siddons Martin to trade in the current Unit 4 for credit towards the purchase of the two new ambulances. There was discussion amongst the Board and Providers regarding the disposition of the ambulance. A motion was made by Mr. GLAVES and seconded by Mr. HAGDORN to accept the offer from Siddons Martin. The motion carried by a vote of 4 to 0.

The Board then addressed agenda item 18 to review and take action to modify District administrative procedures. The Board had a discussion with Mr. Peeler in regard to holding the June 8th meeting in person or via teleconference. Mr. VALUSEK suggested the Board should follow the county guidelines until further notice. District staff presented the Board with a revised Holiday Policy for District staff. The revision included the addition of two holidays and a guideline for holiday pay. There was discussion amongst the Board, District staff, and Providers regarding the policy. A motion was made by Mr. HAGDORN and seconded by Mr. GLAVES to approve the Holiday Policy as presented. The motion carried by a vote of 4 to 0.

The Board then addressed agenda items 19, 20, and 21 to meet Closed Session to consult with legal counsel regarding pending contemplated litigation, real estate matters and personnel matters. The Board entered into closed session at 8:35 P.M. and returned to open session at 9:38 P.M.

The Board then addressed agenda item 22, to review and take action regarding renovations to Liverpool Fire Station, including engaging contractors/services and approving expenses for same. Mr. Peeler informed the Board the contractor has approved the contract and is currently working on the 1295 form, payment bond, and insurance information.

The Board then addressed agenda item 23 to review and take action on personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline, compensation, benefits, or dismissal of employees, including administrative staff, volunteers and emergency services staff. No action was taken.

The Board then addressed agenda item 24, to review and take action on real estate matters, including purchase, sale, lease, permits or encumbrances. A motion was made

by Mr. BULLINGTON and seconded by Mr. HAGDORN to authorize Mr. Valusek to execute the closing documents for the purchase of property in Iowa Colony. The motion carried by a vote of 4 to 0.

The Board then addressed agenda item 25, to review and take action on any pending or contemplated litigation or settlement offers. Mr. Peeler informed the Board that his office was still waiting on action from the District Court. No action was taken.

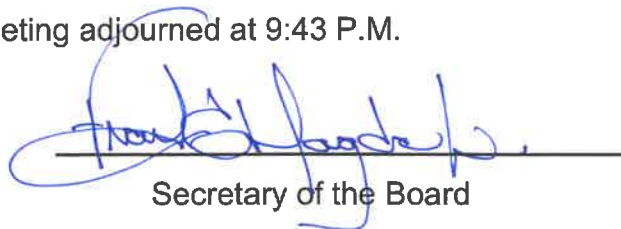
The Board then addressed agenda item 26, to review and take action to reinstate Holiday Lakes and Long Pond VFD as a District provider and funding for the same. No action was taken.

The Board then addressed agenda item 27, to review and take action to revise emergency services provider funding including, but not limited to, additional operations funding for grant matches, and capital advances. No action was taken.

The Board then addressed agenda item 28, to review and take action on emergency request 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.

The Board then addressed agenda item 29, to discuss items to be placed on future agendas. 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 9:43 P.M.



Secretary of the Board