

**MEETING NOTICE**  
**BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**


Notice is hereby given that the Board of Commissioners of the **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3** will hold a meeting on **April 13, 2026, at 6:30 P.M.** at the District's Administration Office, **6931 Masters Road, Manvel, Texas 77578.**

The District will consider and act upon the following matters:

1. Call to order, roll call, pledge of allegiance, opening prayer and welcome guest.
2. To receive public comment.
3. Consent Agenda – The following items are considered routine by the Board and will be enacted by one motion. No separate discussion will occur on these items unless a commissioner so requests, in which event, the item will be removed and placed on the Non-Consent Agenda:
  - a. Approve minutes of the prior meeting.
    - i. March 9, 2026 – District Meeting
  - b. Approve financial and bookkeeping matters, including payment of the bills and review of reports concerning the District's financial condition and investments.
  - c. To review and act to approve the Next Level Prime multi-year contract for employee medical services.
  - d. To review and take action to approve EMS Policy and Procedure Revisions.
    - i. 1024 Attendance and Time Management – clarification of whom an employee shall report an absence to or if they will be late to work.
    - ii. 1120 EMS Division Staffing Plan – policy retitled since the policy directly relates to EMS, M73 hours of operation changed to 24/7/365.
    - iii. 3102 Documentation of Patient Care – revised to ensure compliance with new DEA rule enacted March 9, 2026.
    - iv. 3103 Controlled Substances Management – revised to ensure compliance with new DEA rule enacted March 9, 2026.
    - v. 3105 Quality Assurance / Quality Improvement – revised to ensure compliance with new DEA rule enacted March 9, 2026.
4. Non-Consent Agenda:
  - a. Items removed from the Consent Agenda.
5. To review and act on the 2025 audit, including a presentation by the auditor.
6. To review and approve a contract for the PSTrax checklist and inventory management system software.
7. To review and act on the disposition of surplus and salvage property – Station 1 generator.
8. To review and act on matters related to construction, renovation, repair, and improvements to District facilities and real property, including engagement of design professionals or engineering services, selection of builders/contractors, or approval of construction financing, including but not limited to the following items:

- a. Bass Construction pay app #6.
  - b. Bass Construction pay app #7.
  - c. Station 1 Alterations – Change Order #1.
  - d. Rodeo Palms station project: engagement of Bowman for the site survey.
  - e. Rodeo Palms station project: engagement of Bowman for civil engineering services.
  - f. Rodeo Palms station project: approve issuing Construction Manager at Risk request for qualifications.
  - g. AIA Agreement with Slattery Tackett Architects – Vehicle Maintenance Facility.
9. To receive a report on District EMS operations from District EMS Chief, Tim Welch.
  10. To receive a report on District Fire operations from District Fire Services Administrator, Jack Helton.
  11. To receive the Community Engagement report from Administrative Director, Cindy Reaves.
  12. To receive an update on operations and administration from Executive Director, Jeff Braun.
  13. To meet in Closed Session under Government Code 551.071, 551.072, 551.074, 551.076 and 551.0761 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas, to deliberate regarding real property, to deliberate regarding personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of District personnel, to deliberate regarding security devices or security audits, and to deliberate regarding critical infrastructure facilities and cybersecurity.
  14. To review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance and legal actions related to real estate.
  15. Adjourn.



  
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