

**MINUTES OF THE April 14, 2025, DISTRICT MEETING**  
**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 April 14, 2025, at the District Administration Office, 6931 Masters Road, Manvel, Texas 77578.

The meeting was called to order at 6:32 P.M. by **DARRELL VALUSEK**, District President. The Commissioners present were **DARRELL VALUSEK, FRANK HAGDORN, and GEORGE BULLINGTON. MATT GLAVES** was not in attendance. The Board noted that Commissioner **TANDA FIOCCHI-AZBILL** had passed away recently. The Board expressed condolences to her family and asked for a moment of silent reflection to note her passing. Also present were District Executive Director Jeff Braun, legal counsel John Peeler, ESD 3 EMS Chief Tim Welch, ESD 3 Fire Services Administrator Jack Helton, District CPA Randall Parr, Finance Specialist Kristen Opre, other District Staff, representatives of the District's contracted providers, and members of the community.

The Board opened the floor to receive public comment under agenda item 2. No comments were provided.

The Board then addressed agenda item 3, Special Recognition of EMS Personnel. Chief Tim Welch stated that Santiago Rodriguez was currently on a call and this would be postponed until next month.

The Board continued to agenda item 4, 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 10, 2025, 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. Approve Renewal Addendum for 2025 of the Interlocal Agreement for Emergency Services by and between the District and Brazoria County MUD 21 and Brazoria County MUD 22.

Commissioner Bullington made a motion to approve items a.i., b and c as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 3 to 0.

The Board then addressed agenda item 5, Non-Consent Agenda – items removed from the Consent Agenda. No items removed, no action taken.

The Board then addressed agenda item 6, to conduct an annual review of the District's Investment Policy and take any necessary action. Jeff Braun, Executive Director, addressed the Board concerning the Investment Policy. He stated that John Peeler, legal counsel, had reviewed the policy against changes in the State law. He noted with the current changes, there are more options for investing of funds if the District chooses to do that in the future. Randy Parr, CPA, has reviewed the policy and finds it all in order. The Board acted on two Resolutions, the first to approve the Policy as presented, and the second to appoint Commissioner Graves as the Investment Officer. Commissioner Hagdorn made a motion to approve both Resolutions as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 3 to 0 for both Resolutions.

The Board then addressed agenda item 7, to review and act on an amended agreement with Randall Parr, CPA to assist with various account and financial matters. Jeff Braun, Executive Director, spoke about the additional responsibilities that have been asked of Randy Parr in relation to the original agreed upon contract. Mr. Braun noted exhibit A where the additional responsibilities had been highlighted. He further discussed the level of detail Mr. Parr has given in the financials and identifying ways the District can save money. Mr. Braun recommended the Board approve the revised agreement. Commissioner Hagdorn made a motion to approve the Agreement with Randy Parr as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 3 to 0.

The Board then addressed agenda item 8, to review and take action to approve EMS Policy and Procedure Revisions regarding:

- a. Computer, Internet, E-mail and Phone usage.
- b. Bring Your Own Device (BYOD).

Jef Braun, Executive Director, began by reminding the Board of the new guidelines from the State regarding prohibited technology and the necessary changes and steps that have been taken to

ensure the District is in compliance. District EMS Chief Tim Welch clarified that this is not just an EMS policy but is a District policy. Both policies were written to encapsulate the new requirements mandated by the State and John Peeler, legal counsel, stated that he had reviewed the policy and they meet the minimum State requirements and conform to the recently adopted Prohibited Technology Policy. Mr. Peeler noted that these policies presented tonight would in effect be addenda to the primary Prohibited Technology Policy. Commissioner Hagdorn made a motion to approve as presented by staff. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 3 to 0.

The Board then addressed agenda item 9, to receive a report on District EMS operations from District EMS Chief, Tim Welch. Chief Welch opened with his trip to Stryker's Leadership Team and Research and Development team in Washington. He gave an update on the blood program that began last September. There have been eight patients to possibly transfuse and of those eight, five have been successful transfusions. Last month was the busiest month in their history. At the current call volume, their numbers will be approximately 60% higher than last year which has increased spending for medical supplies, etc. The call volume is up across the board for EMS. Chief Welch spoke of mutual aid calls that totaled twelve: six to Alvin, five to Pearland and one to Fort Bend County. More mutual aid was given this month rather than mutual aid being received.

The Board then addressed agenda item 10, to receive an update on operations and administration from Executive Director, Jeff Braun. Mr. Braun talked about maps in regards to elections. He noted that previously the District relied on the County for current maps. Changes have been made where the Counties are now requiring each entity to be responsible for their own maps to include updated annexations, geographic boundary changes, etc. for elections. The District is currently working with IDS Engineering for the mapping for our area. IDS Engineering has been in contact with the County and the elections office to ensure we have up to date information for our mapping. Mr. Braun said that the District will need to make continual changes to the maps for changes in boundaries and for EMS and Fire response zones. Mr. Braun went on to discuss the alteration / remodel project for the building at 6931 Masters Road. in Manvel and the addendum for necessary changes to be presented at the May board meeting for approval. He

talked about the property at Rodeo Palms and moving forward with program questionnaire for that location. Mr. Braun notified the Board that if the Commissioners did not have anything for the closed session for agenda items 12, 13 and 14, there is nothing to report so no closed session would be necessary.

The Board then addressed agenda item 11, to receive the Communications report from District Staff, Cindy Reaves. Mrs. Reaves reported: there have been issues with posting the community education ads on Facebook that has to do with an algorithm and she working to get this resolved. She has taken questions that were asked in a public forum group and changed it to a Q & A to be handed out at the Community Engagement being held the following night so the team is able to answer questions the community may have. Mrs. Reaves talked about the upcoming events on the calendar which includes the Community Engagement Committee meeting on April 15<sup>th</sup>, a Coffee and Connections being held at the Meridiana Station on April 17<sup>th</sup> and the blood drive being held at 6931 Masters Rd. on April 22<sup>nd</sup>. She notified the Board that the public forum that was recorded will be posted on the District's social media platforms. Cindy stated that she is trying to make it to three homeowners meetings to talk about and answer questions concerning the sales tax election.

The Board then addressed agenda item 12, to meet in Closed Session under Government Code 551.071, 551.072 and 551.074 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 and to deliberate regarding personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of District personnel. There was no action taken, no closed session was held.

The Board then addressed agenda item 13, to review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance and legal actions related to real estate. No action taken.

The Board then addressed agenda item 14, to review and act on matters related to lawsuits and claims against the District, including engaging legal counsel. No action taken.

The meeting was adjourned at 7:01 P.M.



Matt Graves, Secretary/Treasurer