

**MINUTES OF THE September 8, 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 September 8, 2025, at the District Administration Office, 6931 Masters Road, Manvel, Texas 77578.

The meeting was called to order at 6:30 P.M. by **DARRELL VALUSEK**, District President. The Commissioners present were **DARRELL VALUSEK, MATT GLAVES, GEORGE BULLINGTON and DE WAYNE DAVIS. COMMISSIONER FRANK HAGDORN** was not in attendance. 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, 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, 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. August 11, 2025 – District Meeting.
  - ii. August 14, 2025 – Special Meeting.
  - iii. August 25, 2025 – Special Meeting – Budget and Tax Rate.
- b. Approve financial and bookkeeping matters, including payment of the bills and review of reports concerning the District's financial condition and investments.

Randall Parr, District CPA, noted that additional interest income from TexPool was not on the financial report due to receiving the statement after the report was sent. Commissioner Glaves made a motion to approve all items as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 4, Non-Consent Agenda – items removed from the Consent Agenda. No items removed, no action taken.

The Board proceeded to agenda item 5, to review and act to approve the amended contract for the Medical Director. EMS Chief Tim Welch, spoke of the need to amend the current contract with the Medical Director to include compensation to assist in covering the cost of Professional Liability Insurance. The District's Professional Liability Insurance only covers clinical and administrative staff. Chief Welch stated that Dr. Wiesenborn has received a quote and has asked that the District contribute half of the annual cost and he will pay the remainder. It is important that the Medical Director has this coverage for any managerial decisions he may make in relation to staff working under his medical license. Commissioner Graves made a motion to approve as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 4 to 0.

The Board then addressed agenda item 6, to review and act on Stryker Cooperative Purchase for Styker MTS powerLOAD. EMS Chief Welch, mentioned the prior approval of the purchase of the ambulance but that Stryker did not include the service contract. If purchased prior to October a significant amount of money can be saved as there is an increase that will take effect in October. With the approval to sign the purchase order, no money will be exchanged until January 2026. Commissioner Graves made a motion to approve as presented. The motion was seconded by Commissioner Davis. The motion was approved by a vote of 4 – 0.

The Board then addressed agenda item 7, to receive a report on District EMS operation from District EMS Chief, Tim Welch. Chief Welch began with an event that occurred with Medic 74/A11. The crew was involved in a head on collision returning to the Station from working standby at the football field. He notified the Commissioners that the staff is safe and were not hurt in the accident. Chief Welch continued by informing them of a study that he has written and will be collaborating with Fort Bend County EMS, Community Fire Department, League City EMS. HCA will be the host hospital and they are working on the funding. It will be a randomized study across those agencies pertaining to the use of platelets. Chief Welch went on to talk about the response data for August. The data provided by WestCom did not match the total call volume and a meeting has been set for next week to talk about the discrepancies. Overall, the numbers are up for each unit and mutual aid provided to outside agencies.

The Board then addressed agenda item 8, to receive the Communications report from Cindy Reaves, Administrative Director. Mrs. Reaves spoke about a successful event with a tailgating lunch with our fire and EMS providers. On August 26, the District hosted a Chamber new member meeting for the Manvel area. She continued with the attendance of five chamber events. The date for the Fall Festival has been moved to October 11, 2025, due to a scheduling conflict with the Music Festival being hosted by the City of Manvel. Mrs. Reaves will be attending a meeting with Chief Welch to Texas Women's Hospital for an EMS show and tell for their OBED nurses. The Blood Drive is scheduled for September 29, 2025 and a Board Workshop is scheduled for September 16, 2025.

The Board then addressed agenda item 9, to receive an update on operations and administration from Executive Director, Jeff Braun. Mr. Braun talked about the change in P-Card to US Bank instead of Citi Bank. Station 1 renovations are to begin this week with the Building Committee meeting regularly with updates, etc. He spoke of the performance evaluations that are currently taking place. A meeting will be held concerning the budget and the timeline for next year. Commissioner Graves asked about the SAFE-D conference for next year and if there is any update on their website. Cindy Reaves informed Commissioner Graves that there were no updates or postings currently. She is continuing to look for them so steps can be taken to ensure attendance in 2026.

The Board then addressed agenda item 10, 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.

The Board moved to Closed Session at 6:59 P.M.

The Board reconvened in Open Session at 7:28 P.M.

The Board returned to address agenda item 11, to review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance and legal actions related to real estate. John Peeler, legal counsel, addressed the Board regarding CR 143

VFD property that has been under contract for some time and the resolution for the completion of purchase. Commissioner Graves made a motion to approve the resolution as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 4 – 0.

The meeting was adjourned at 7:28 P.M.



Matt Graves, Secretary/Treasurer