

MINUTES OF THE FEBRUARY 9, 2026, 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 February 9, 2026, 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, FRANK HAGDORN, MATT GLAVES, GEORGE BULLINGTON and DE WAYNE DAVIS**. 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, Administrative Director Cindy Reaves, 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, to conduct election of Officers of the Board for 2026. Commissioner Glaves made a motion to keep Board officers the same for the 2026 term: President Darrell Valulsek, Vice President Frank Hagdorn, Secretary/Treasurer Matt Glaves, Assistant Secretary George Bullington and Assistant Treasurer De Wayne Davis. The motion was seconded by Commissioner Davis. The motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 4, special recognition of EMS Personnel. Veronica Gomez and Richard Choukair have successfully completed FTET program. A recess was taken from 6:37 pm to 6:44 pm so everyone could enjoy cake and take pictures.

The Board then addressed agenda item 5, 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 matters 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. January 12, 2026 – District Meeting.
 - ii. January 15, 2026 – Special Meeting (CEC)
- 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 take action to approve EMS Policy and Procedure Revisions for required training for Human Trafficking on an annual basis, per DSHS.

Commissioner Graves made a motion to approve all items as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 6, Non-Consent Agenda – items removed from the Consent Agenda. No items were removed, no action taken.

The Board proceeded to agenda item 7, to review and act to approve Morton Morrow, Inc. as the vendor for annual preventative maintenance of the breathing air compressors. Jack Helton, Fire Service Administrator, spoke about Morton Morrow, Inc. being the only vendor authorized to perform maintenance on the Mako compressors in Texas so there were no additional bidders. Mako has confirmed this information. The price quoted includes the quarterly air sampling at the locations that have the Mako compressors. Commissioner Graves made a motion to approve Morton Morrow, Inc. as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 8, to review and act to approve MES Service Company, LLC as the vendor for annual inspections, testing, maintenance and repair of the Self-Contained Breathing Apparatus (SCBA). Jack Helton, Fire Service Administrator, discussed the need for the third-party vendor to perform the needed preventive maintenance. After looking over the bids received and comparing the price lists, Mr. Helton believes that MES is the best value for the organization. Commissioners asked questions regarding the pricing in comparison to the previous contract and Mr. Helton was able to give them some data to support his recommendation. Commissioner Graves made a motion to approve the vendor for the SCBAs as presented. The motion was seconded by Commissioner Davis. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 9, to review and act to approve the purchase of SCBA Fit Testing machine and a 5-year service plan through Municipal Emergency Services (MES). Jack Helton, Fire Services Administrator, spoke of the SCBA inspection and maintenance program along with the use of the machine that would help with Texas Commission on Fire Protection compliance for the agencies working towards that goal. Currently, the District does not fit test

throughout our agencies. This will ensure everyone is wearing the correct size mask. A 5-year service contract is part of this purchase that covers everything other than shipping. Commissioner Graves made a motion to approve as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 10, to review and act to approve the purchase of a security system and building access equipment for fire station(s). Jack Helton, Fire Service Administrator, spoke about the need for an upgrade to the e-card access and camera system to Station 1 of Manvel Volunteer Fire Department. This was in the approved budget for capital improvements. A quote through an approved cooperative purchasing program was received from DataVox coming in lower than what was approved in the 2026 budget. Commissioner Hagdorn made a motion to approve the purchase as presented. The motion was seconded by Commissioner Graves. The motion was approved by a vote of 5 – 0.

The next item to be addressed by the Board is agenda item 11, to review and act on the disposition of surplus and salvage property. Cindy Reaves, Administrative Director, spoke of the list provided to the Commissioners regarding the office furniture and other items to be put on the auction site as the items are put into a POD at the time the new furniture arrives. This permission is requested in advance so we can move forward at the appropriate time. Commissioner Graves made a motion to approve the disposition of the surplus property as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 12, to review and act to approve interlocal agreement with Brazoria County MUD 21 and Brazoria County MUD 22 regarding improvements at the Lakes of Savannah emergency services station. Jeff Braun, Executive Director, spoke about the meetings with MUD 21 and MUD 22 regarding the need to expand and renovate the existing building. John Peeler, legal counsel, talked about the specifics on the contract to be approved with both MUD's paying for all renovations. Chief Welch explained how the staff will be housed in temporary buildings during the construction, with the MUD's covering that cost as well. John Peeler, legal counsel, stated that approval is needed to send the interlocal agreement to MUD 21 and MUD 22 for their approval and to allow Jeff Braun, Executive Director, to make minor

revisions. Commissioner Graves made a motion to approve as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 13, to review and take action 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, approve of construction financing. Jeff Braun, Executive Director, spoke to the board about the necessary standard agreement between owner and architect, Slattery Tackett Architects, LLP, which will be an attachment to the interlocal agreement previously approved in agenda item 12. John Peeler, legal counsel, made note that the contract with the builder will be in combination with this agreement as well. Commissioner Hagdorn made a motion to approve the agreement as presented. The motion was seconded by Commissioner Graves. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 14, to receive a report on District EMS operations from District EMS Chief, Tim Welch. Chief Welch opened with the emergency weather situation in late January 2026 and how updates were given regularly and the preparations that took place prior to and during the event. He stated that all went well and the weather was not as bad as expected. Chief Welch gave updates on ambulances with Danbury loaning an ambulance for use and the possibility of purchasing a used ambulance from Frazer which will allow the District to later trade it in for a new ambulance at a later date. The newest ambulance on order is due in October. Chief Welch went on to give an update on the call data information. He further talked about a phone call he received from a medical director that gave great praise for the care his staff gave to a young patient.

The next item to be addressed by the Board is agenda item 15, to receive a report on District Fire operations from District Fire Services Administrator, Jack Helton. Mr. Helton informed the Commissioners of glitches with the ESO NERIS Reporting System, so he was not able to compile the normal information for his report. He opened the floor to any questions the Commissioners may have. The Commissioners had no questions.

The Board then addressed agenda item 15, to receive the Community Engagement report from Cindy Reaves, Administrative Director. Mrs. Reaves reported the new contacts that have

been made through attending different events. She talked about the growth in social media and noted how the Instagram reach has increased due to the reels that are being posted. She was able to give the demographics of the followers on Facebook based on age, gender and area. She went over her goals for 2026 that include increasing the membership of Community Engagement Committee, increasing the attendance of the meetings, and the production of promotional material for the District, including educational videos.

The Board then addressed agenda item 17, to receive an update on operations and administration from Executive Director, Jeff Braun. Mr. Braun gave an update on the timeline for the completion of Station 1 renovations now expected in April due to weather, design issues, etc. He talked about the completion of the draft drawings on the bay expansion at the Liverpool facility, pending the engineering drawings needed to apply for the permit to proceed. The schematic design phase has begun on the Rodeo Palms fire station. The TX Dot approval has been received for the warning signs in front of the building. Mr. Braun noted that a community and recruitment event is being planned in Liverpool for a little later this year.

The Board then addressed agenda item 18, 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 7:26 P.M.

The Board reconvened in Open Session at 7:33 P.M.

The Board proceeded to address agenda item 19, to review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance and legal actions related to real estate. It was recommended to allow Jeff Braun, Executive Director, to engage special real estate counsel. Commissioner Hagdorn made a motion to approve as presented. The motion was seconded by Commissioner Glaves. The motion was approved by a vote of 5 – 0.

The meeting was adjourned at 7:34 P.M.

A handwritten signature in blue ink, appearing to read "Matt Glaves", is written over a solid horizontal line.

Matt Glaves, Secretary/Treasurer