

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 3
Minutes of the Meeting Held on March 9, 2026

LOCATION: Fire Station No. 3, 19720 Becker Road, Hockley Texas 77447

COMMISSIONERS PRESENT

Danny Twardowski
Robert Carvell
Patty Diehl
Cody Herring

OTHERS IN ATTENDANCE

Christy Graves, HCESD 3 Interim EMS Chief
Jason DeVries, HCESD 21 Fire Chief
Jenni Talley, District's Assistant Chief of Administration
Lori Grogg, District's Office Manager
Scot Webb, District Chief
Randy F. Parr, District Bookkeeper with Randall F. Parr
Lisa Covington, District Bookkeeper
Krystine N. Ramon of Coveler & Peeler, P.C., District's Legal Counsel
Angela Zacharias, Human Resources
Employees/members of HCESD 3

Agenda Item No. 1

The meeting was called to order by Commissioner Twardowski at 8:30 a.m.

Agenda Item No. 2

There were no public comments.

Agenda Item No. 3

To approve cancelling the May 2, 2026 election and adopt Order Declaring Unopposed Candidates Elected. Legal Counsel Krystine Ramon presented to the Board that there were two (2) positions up for reelection, which were Robert Carvell and Patricia Diehl. Ms. Ramon informed the Board that only two (2) people applied for place on the ballot, and therefore the election could be cancelled due to unopposed candidates. Commissioner Herring made a motion to approve by resolution an order cancelling the May 2, 2026 election due to unopposed candidates. The motion was seconded by Commissioner Diehl and the question called. The motion passed by a vote of 4 to 0.

Agenda Item No. 4

To elect Board Officers for the 2026 Term. Commissioner Carvell made a motion to approve Danny Twardowski as President, Cody Herring as Vice-President, Robert Carvell as Treasurer and Patty Diehl as Secretary. The motion was seconded by Commissioner Diehl and the question called. The motion passed by a vote of 4 to 0.

Agenda Item No. 5

The Board reviewed the meeting minutes for the regular meeting held on February 9, 2026. Commissioner Carvell made a motion to approve the regular meeting held on February 9, 2026 as presented. The motion was seconded by Commissioner Herring and the question called. The motion passed by a vote of 4 to 0.

Agenda Item No. 6

To review and take action on granting exemptions for 2026. Legal counsel presented to the Board that the District can grant exemptions for homestead, over sixty five and disability. Commissioner Diehl made a motion to approve a zero percent (0%) homestead exemption, a seven thousand dollar (\$7,000) tax exemption for over sixty five and for disability for 2026. The motion was seconded by Commissioner Herring and the question called. The motion passed by a vote of 4 to 0.

Agenda Item No. 7

The Board reviewed the District's monthly Financial Statements prepared by Lisa Covington. Full reports on the deposits and expenditures for each of the District's accounts for the past 30-day period were reviewed. Ms. Covington went over the total cash and balances along with the total interest received, shared costs with Harris County ESD No. 21, and costs of Station expenses. Ms. Covington went over the District's debt service. The bills were presented. Commissioner Carvell made a motion to approve the monthly Financial Statement as presented and that a copy be placed with the District's records and to approve the District expenses and bills as presented and as listed on the Check Detail Report. The motion was seconded by Commissioner Diehl and the question called. The motion passed by a vote of 4 to 0. For a more detailed report, please see on file with the District.

Agenda Item No. 8

To review, discuss and take any necessary action on amendments to the District's 2026 Budget. Randy Parr presented three (3) budget amendments. Mr. Parr presented the changes to the budget would reflect the anticipated debt service and increase in the Administrative Building Rent. Commissioner Diehl made a motion to approve the three (3) budget amendments as presented. The motion was seconded by Commissioner Herring and the question called. The motion passed by a vote of 4 to 0.

Agenda Item No. 9

To receive a report from the real estate/construction committee and to review any updates from the District's Architect related to future station on Mueschke Rd. Mr. Slattery presented to the Board an update from the joint meeting with Harris ESD No. 21. Mr. Slattery presented the schematic design for Station 57 from Brookstone for ten million five hundred dollars (\$10,5000), which is a million dollar (\$1,000,000) increase. Commissioner Herring made a motion to approve the schematic design for Station 57 from Brookstone for ten million five hundred dollars (\$10,5000). The motion was seconded by Commissioner Carvell and the question called. The motion passed 4 to 0. Mr. Slattery presented a proposal from UES for construction material testing for forty one thousand two hundred and forty dollars (\$41,240) and authorize Assistant Chief Kwas to sign the proposal. Commissioner Herring made a motion to approve the proposal from UES and authorize Assistant Chief Kwas to sign the proposal. The motion was seconded by Commissioner Diehl. The motion passed by a vote of 4 to 0. Mr. Slattery presented a proposal from Multivista for nine thousand eight hundred and fifty dollars (\$9,850) to be split with Harris ESD 21. Commissioner Herring made a motion to approve the proposal from Multivista for nine thousand

eight hundred and fifty dollars (\$9,850) to be split with Harris ESD 21. The motion was seconded by Commissioner Diehl and the question called. The motion passed 4 to 0. Mr. Slattery presented an invoice for Pre-Construction services in the amount of ten thousand five hundred dollars (\$10,500) to Brookstone. Commissioner Carvell made a motion to approve the invoice of ten thousand five hundred dollars (\$10,500) to Brookstone. The motion was seconded by Commissioner Herring and the question called. The motion passed 4 to 0. Mr. Slattery presented the change of Station 57 to be called Station 56. Commissioner Herring made a motion to approve the name change of Station 57 to be Station 56. The motion was seconded by Commissioner Diehl and the question called. The motion passed 4 to 0.

Agenda Item No. 10

To review, discuss and take action on HdL proposal. No action was taken. The agenda item was tabled.

Agenda Item No. 11

To receive an operations report from EMS Chief and take any necessary action related to Chief's report, including review and approval of any agreements and/or contracts. EMS Chief Christy Graves presented to the Board that for the month of February there were one hundred and fifty seven (157) calls for the month, which is an increase from the previous year. There were one hundred and thirty eight (138) patient scenes, one hundred and eight (108) trips to the hospital, with two (2) dead on arrival and thirteen (13) pediatric patients. There were eighty two (82) medical calls with twenty eight (28) trauma calls and two (2) mutual aids. The average response time was six minutes and four seconds (6:04). Chief Graves informed the Board that the new apparatus is back in the shop with Frazer. The new ambulance ordered will have a delivery date in 2027. The Board discussed purchasing a new ambulance for the chassis. Commissioner Herring made a motion to approve five (5) units for 2026. The motion was seconded by Commissioner Carvell and the question called. The motion passed 4 to 0. Chief let the Board know there will be an upcoming inspection with the Texas Department of State Health Services.

Agenda Item No. 12

To review and act to approve the purchase, funding, financing and payment for capital assests, including construction, vehicles, EMS apparatus and equipment and for non-capital items and expenses. No action was taken.

Agenda Item No. 13

To review, discuss and take action for the sale or disposal of obsolete surplus and/or salvage property pursuant to Texas Health and Safety Code §775.0735. Commissioner Herring made a motion to approve ten (10) computers, thirty seven (37) LIFEPAK Equipment items, and five (5) CAD equipment for surplus, with eight (8) ambulance equipment for salvage. The motion was seconded by Commissioner Diehl and the question called. The motion passed 4 to 0.

Agenda Item No. 14

To review, discuss and take action on Commissioner vacancy. No action was taken.

Agenda Item No. 15

To set meeting date for April 2026. The next regular meeting is set for April 13, 2026 at 8:30 a.m.

Agenda Item No. 16

The Board went into Closed Session under Government Code, Section 551.071, to consult with legal counsel at 10:10 a.m. and came out of closed session at 10:34 a.m.

Agenda Item No. 17

The Board chose not to go into Closed Session under Government Code, Section 551.072, to discuss real estate matters.

Agenda Item No. 18

The Board went into Closed Session under Government Code, Section 551.074, to discuss personnel matters at 10:10 a.m. and came out of closed session at 10:34 a.m.

Agenda Item 19

To review, discuss and take action regarding contract with Medical Director. Legal counsel presented an amendment to the current contract with Dr. Jay Kovar to have him as the permanent Medical Director. Commissioner Carvell made a motion to approve the amended contract with Dr. Jay Kovar as presented. The motion was seconded by Commissioner Diehl and the question called. The motion passed 4 to 0.

Agenda Item No. 20

The Board then discussed real estate matters. No action was taken.

Agenda Item No. 21

The Board then discussed personnel matters, including policies, scheduling, evaluations, benefits, compensation, hiring, retention or termination of District employees, including District EMS Chief, command staff, administrative staff, and medical personnel. No action was taken.

Agenda Item No. 22

Commissioner Diehl moved to adjourn the meeting. The motion was seconded by Commissioner Herring and the question called. The motion passed by a vote of 4 to 0. The meeting was adjourned at 10:41 a.m.

Secretary of the Board