

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 3
Minutes of the Meeting Held on April 13, 2026

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

COMMISSIONERS PRESENT

Danny Twardowski
Patty Diehl
Cody Herring
James Muscarella

OTHERS IN ATTENDANCE

Gayle Jernstrom – HCESD 3 EMS Chief
Christy Graves, HCESD 3 Assistant Chief
Jason DeVries, HCESD 21 Fire Chief
Jason Kwas, HCESD 21 - Assistant Chief
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 take action to fill Commissioner vacancy. Commissioner Diehl made a motion to approve the appointment of James Muscarella to fill the Commissioner vacancy. The motion was seconded by Commissioner Herring. The motion passed by a vote of 3 to 0. Commissioner Muscarella was sworn into office.

Agenda Item No. 4

The Board reviewed the meeting minutes for the regular meeting held on March 9, 2026 and the special meeting held on March 31, 2026. Commissioner Herring made a motion to approve the regular meeting held on March 9, 2026 and the special meeting held on March 31, 2026. The motion was seconded by Commissioner Diehl. The motion passed by a vote of 4 to 0.

Agenda Item No. 5

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 Herring 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. 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. 6

To review, discuss and take any necessary action on amendments to the District's 2026 Budget. There were no amendments at this time. No action was taken.

Agenda Item No. 7

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. Chief Jason DeVries presented a quote from A1 Installations for eighty five thousand nine hundred and fifty one (\$85,951) dollars for access control for card readers at Station 52 and cabling for nineteen thousand one hundred and twenty five (\$19,125) dollars to be split 60/40 with Harris ESD No. 21. Chief DeVries presented a proposal from A1 Installations for cameras up to fifteen thousand (\$15,000) dollars. Commissioner Herring made a motion to approve all three proposals from A1 installations. The motion was seconded by Commissioner Diehl. The motion passed by a vote of 4 to 0.

Agenda Item No. 8

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. Assistant EMS Chief Christy Graves presented to the Board that for the month of March there were one hundred and sixty six (166) calls. There were one hundred and sixty six (166) responses, one hundred and forty seven (147) patient encounters and one hundred and three (103) patient transports. The District had an inspection from the Texas Department of Health and State Inspection. The District has a one hundred percent (100%) passing score, with no deficiencies. The average response time was six minutes and twenty eight (6:28) seconds. The second unit is ready for pickup on the 16th of April. The Easter event was cancelled due to rain. The Equipment sapphire pumps have arrived. Chief Graves is working with Dr. Kovar on getting a drug list for pumps. The District is preparing for the new ambulance. The protocols for the District has been fifty percent (50%) reviewed by Dr. Kovar. District Chief Webb announced to the Board that the District's annual physicals will take place later today. No action was taken.

Agenda Item No. 9

To review and act to approve the purchase, funding, financing and payment for capital assets, including construction, vehicles, EMS apparatus and equipment and for non-capital items and expenses. Chief Graves presented to the Board a proposal from Chastang Ford through Buy Board the purchase of a 2026 F-30 Chassis 4x2 SD Regular Cab 169" WB DRW XLT for sixty five thousand eight hundred and seventy

eight (\$65,878) dollars. The vehicle will arrive in six (6) to eight (8) months. Commissioner Diehl made a motion to approve the purchase of the Chastang Ford for sixty five thousand eight hundred and seventy eight (\$65,878) dollars. The motion was seconded by Commissioner Herring. The motion passed 4 to 0.

Agenda Item No. 10

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. No action was taken.

Agenda Item No. 11

To set meeting date for May 2026. The next regular meeting is set for May 11, 2026 at 8:30 a.m.

Agenda Item No. 12

The Board chose not to go into Closed Session under Government Code, Section 551.071, to consult with legal counsel.

Agenda Item No. 13

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

Agenda Item No. 14

The Board went into Closed Session under Government Code, Section 551.074, to discuss personnel matters at 9:19 a.m. and came out of closed session at 9:35 a.m.

Agenda Item No. 15

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

Agenda Item No. 16

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. Commissioner Herring made a motion to approve the pay rate increase for Deputy Chief of Safety as discussed in closed session pending approval by Harris ESD No. 21. The motion was seconded by Commissioner Diehl. The motion passed 4 to 0.

Agenda Item No. 17

Commissioner Herring moved to adjourn the meeting. The motion was seconded by Commissioner Diehl. The motion passed by a vote of 4 to 0. The meeting was adjourned at 9:37 a.m.

Secretary of the Board