

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 3**  
**Minutes of the Meeting Held on August 11, 2025**

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

**COMMISSIONERS PRESENT**

Danny Twardowski  
Patty Diehl  
Robert Carvell  
Cody Herring

**OTHERS IN ATTENDANCE**

Christy Graves, District's Assistant Chief of EMS  
Christopher Reyes, HCESD 21 Assistant Chief  
Jenni Talley, District's Assistant Chief of Administration  
Lori Grogg, District's Office Manager  
David Slattery, Slattery Tackett Architecture  
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**

The Board opened the floor for public comments. There were no public comments.

**Agenda Item No. 3**

To receive a presentation for First Response Clinic. First Response Clinic was unable to attend the meeting. The agenda item was tabled until the September meeting.

**Agenda Item No. 4**

The Board reviewed the meeting minutes for the regular meeting held on July 21, 2025 and the special meeting held on July 31, 2025. Commissioner Carvell made a motion to approve the July 21, 2025 and July 31, 2025 meeting minutes as presented. 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 District's monthly Financial Statements prepared by Randall F. Parr. Full reports on the deposits and expenditures for each of the District's accounts for the past 30-day period were reviewed. Mr. Parr 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. Mr. Parr 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 Carvell 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. 6**

The Board reviewed the proposed 2026 Budget. Bookkeeper Randall F. Parr informed the Board that he used the proposed tax rate of \$0.10 to help create the 2026 Budget. Commissioner Carvell made a motion to approve the proposed Budget as presented. 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. 7**

To review, discuss and take any necessary action on amendments to the District's 2025 Budget. There were no amendments at this time. No action was taken.

#### **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 Chief Graves presented a one (1) year business plan for the District to the Board. Assistant Chief Graves presented to the Board that there were one hundred and sixty eight (168) calls for the month of July. Sixty-eight percent (68%) were above average performance. Fourteen percent (14%) were pediatric calls. Non-compliance calls have decreased. Assistant Chief Graves presented a proposal from Frazier to purchase two (2) ambulances using HGAC for one million two hundred and thirty eight thousand one hundred and fifty dollars (\$1,238,150). Assistance Chief Graves informed the Board that the first ambulance will be delivered in December 2025/January 2026 and the second ambulance with a July of 2026 delivery. Commissioner Carvell made a motion to approval the proposal from Frazier two purchase two (2) ambulances. The motion was seconded by Commissioner Diehl and the question called. The motion passed by a vote of 4 to 0.

#### **Agenda Item 9**

The Board then received a report from the real estate/construction committee to review any updates from the District's Architect related to the future station on Mueschke Road. David Slattery with Slattery Tackett Architect presented to the Board the construction documents for Station 52 are progressing. The GMP documents should be ready by September 30<sup>th</sup> with amendments to be presented at the November meeting. Mr. Slattery stated at this time there are no delays in permits. Regarding Station 57, programming has been completed. Mr. Slattery is working on getting bids out for solicitation for a Construction Manager at Risk (CMAR). Station 51 is scheduled for completion for the first week of September. No action was taken.

#### **Agenda Item No. 10**

To review and discuss newspaper postings for the 2025 Tax Rate public hearing. No action was taken.

**Agenda Item No. 11**

To review, discuss and take action regarding contracting with Tomball ISD for medical standby. Assistant Chief Graves informed the Board that she met with Tomball ISD regarding additional services for non Tomball ISD games that use the Tomball ISD stadium. Assistant Chief Graves asked the Board if the District could provide additional medical standby for non Tomball ISD games. Commissioner Herring made a motion to approve the amendment to the current contract with Tomball ISD to allow for additional medical standby for non Tomball ISD games. The motion was seconded by Commissioner Diehl and the question called. The motion passed 4 to 0.

**Agenda Item No. 12**

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. 13**

To review, discuss and take action regarding PTO. Assistant Chief Talley presented to the Board that during the transition when the District became the Direct Provider, the employees who transferred from Rosehill Fire Department were not given their original start date to use for PTO. Commissioner Diehl made a motion to approve the original start date of employees for PTO and approve the maximum of PTO in year to be four hundred and eighty (480). The motion was seconded by Commissioner Carvell and the question called. The motion passed 4 to 0.

**Agenda Item No. 14**

The Board went into Closed Session under Government Code, Section 551.071, to consult with legal counsel at 10:01 a.m. and came out of closed session at 11:08 a.m.

**Agenda Item No. 15**

The Board went into Closed Session under Government Code, Section 551.072, to discuss real estate matters at 10:01 a.m. and came out of closed session at 11:08 a.m.

**Agenda Item No. 16**

The Board went into Closed Session under Government Code, Section 551.074, to discuss personnel matters at 10:01 a.m. and came out of closed session at 11:08 a.m.

**Agenda Item No. 17**

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

**Agenda Item No. 18**

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 Carvell made a motion to terminate the employment of Chief Dave Ferguson effective immediately and approve the settlement agreement as discussed in closed session. The motion was seconded by Commissioner Herring and the question called. The motion passed 4 to 0. Commissioner Diehl made a motion to approve Assistant Chief Graves as the Interim EMS Chief and approve the pay stipend equal to the Chief pay. The motion

was seconded by Commissioner Carvell and the question called. The motion passed 4 to 0. Commissioner Herring made a motion to approve the pay scale adjustments of employees as discussed in closed session and the question called. The motion was seconded by Commissioner Carvell. The motion was approved 4 to 0.

**Agenda Item No. 19**

The Board set the meeting date for their regular meeting on September 8, 2025 at 8:30 a.m. and their tax rate adoption meeting on August 25, 2025 at 8:45 a.m.

**Agenda Item No. 20**

Commissioner Herring moved to adjourn the meeting. The motion was seconded by Commissioner Diehl and the question called. The motion passed by a vote of 4 to 0. The meeting was adjourned at 11:15 a.m.

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Secretary of the Board