

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 3
Minutes of the Meeting Held on October 6, 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

Jason DeVries, HCESD 21 Chief
Christy Graves, HCESD 21 Interim EMS Chief
Jenni Talley, District's Assistant Chief of Administration
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

The Board reviewed the meeting minutes for the regular meeting held on September 8, 2025. Commissioner Carvell made a motion to approve the September 8, 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. 4

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 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 Twardowski 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. 5

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 6

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 that he has been working with Brookstone to work on bids with subcontractors. The GMP for Station 52 will be ready for the November 17, 2025 joint meeting with Harris County ESD No. 21. Construction for Station 52 should begin in January of 2026. Permits are currently in review with the City of Houston for Station 52. Regarding Station 51, the final walkthrough was completed the week of September 28, 2025. Substantial Completion was given October 1, 2025 by the Architect. Regarding Station 57, Mr. Slattery presented that he received eight (8) CMAR proposals and that the construction committee will review the proposals at the October 23, 2025 joint committee meeting. No action was taken.

Agenda Item No. 7

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 September there were one hundred and seventy one (171) calls for service. There were one hundred and twenty three (123) transports, with twenty one pediatrics, thirty (30) refusals, three (3) DOAs and fifteen (15) other dispositions. Refusals for the month were at seventeen and a half percent (17.5%). The average response time was six minutes and forty seconds (6:40) with an average year to date average of seven minutes and seven seconds (7:07). Chief Graves is working with Frazer to do portfolios on each ambulance for their history on maintenance and schedule assessments. Chief Graves informed the Board that the District attended Autism 5K at Tomball Stadium. Chief Graves informed the Board that the District is continuing their football game coverage for EMS. Chief Graves informed the Board that the District submitted their license renewal for the State and have been approved for two (2) years. Chief Graves discussed with the Board that the District is looking at changing their biohazard disposal services. The District will be participating in the festival of lights parade. Jenni Talley, District's Assistant Chief of Administration presented to the Board the District's Blue Cross Blue Shield health insurance renewal. Chief Talley informed the Board that health insurance increased by ten percent (10%). Commissioner Carvell made a motion to approve the renewal of the District's health insurance Blue Cross Blue Shield. The motion was seconded by Commissioner Diehl and the question called. The motion passed by a vote of 4 to 0.

Agenda Item No. 8

To review, discuss and take action regarding lease agreement for Station 5 with Harris County Emergency Services District No. 15. Legal counsel informed the Board that she received notice that Harris County Emergency Services District No. 15 will be increasing their rent for Station 5 from thirty thousand dollars (\$30,000) a year to fifty two thousand dollars (\$52,000) a year. The Board discussed their options. By general consensus the Board agreed for Chief Graves and Commissioner Carvell to meet with the Fire

Chief of Tomball and Harris County Emergency Services District No. 15's Board President to discuss the lease and the District's space at Station 5. No action was taken.

Agenda Item No. 9

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. 10

The Board went into Closed Session under Government Code, Section 551.071, to consult with legal counsel at 9:21 a.m. and came out of closed session at 10:49 a.m.

Agenda Item No. 11

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

Agenda Item No. 12

The Board went into Closed Session under Government Code, Section 551.074, to discuss personnel matters at 9:31 a.m. and came out of closed session at 10:49 a.m.

Agenda Item No. 13

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

Agenda Item No. 14

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. 15

The Board set the meeting date for their joint meeting with Harris County Emergency Services District No. 21 on October 23, 2025 and their regular meeting for November 10, 2025.

Agenda Item No. 16

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 10:55 a.m.

Secretary of the Board