

**Orange County Emergency Services District No. 3**  
**Minutes of the Board of Commissioners Regular Meeting**  
*October 10, 2023*

The Board of Commissioners (the “Board” or “Commissioners”) of Orange County Emergency Services District No. 3 met in regular session on the 10<sup>th</sup> day of October 2023, at 6:30 p.m., in the meeting room of the District’s administration building, located at 8465 TX-87, Orange, Texas 77632, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code, whereupon the roll was called of the members of the Board, to-wit:

Members Present:

Robert Smith	Vice President
Cammie Vincent	Treasurer
Cathryn Drake	Secretary
Jeffrey Braus	Member

Members Absent:

Wayne LaCombe	President
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Four members of the Board were present, thus constituting a quorum. Attending in person were Matt Manshack (Fire Chief), Joey Earnest (Assistant Fire Chief), Rusty McDonald (Safety Officer), Connor Aultman (Lieutenant), and Terri Brzezinski (Recording Secretary).

**1. CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by Commissioner Smith.

**2. PUBLIC COMMENTS**

No public comments.

**3. PREVIOUS MEETING MINUTES**

The minutes from the September 12, 2023, and September 15, 2023, meetings were presented to the Board.

Upon a motion by Commissioner Braus, seconded by Commissioner Vincent, after a full discussion, and with all Commissioners present voting aye, the Board approved the September 12, 2023, and September 15, 2023, minutes as presented.

**4. FINANCIAL REPORT**

The Board reviewed the District's Financial Report.

Upon a motion made by Commissioner Drake, seconded by Commissioner Vincent, after a full discussion, and with all Commissioners present voting aye, the Board approved the Financial Report as presented.

**5. PAYMENT OF BILLS**

The Board reviewed and discussed the various bills the District received since the last meeting.

Upon a motion by Commissioner Vincent, seconded by Commissioner Braus, after a full discussion, and with all Commissioners present voting aye, the Board approved payment of the District's bills, totaling approximately \$27,533.47.

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**6. COMMITTEE REPORTS**

No committee reports.

**7. FIREFIGHTER HEALTH TESTING KITS**

Commissioner Drake verbally stated that she received a verbal quote of \$4,790.00 from 20/20 GeneSystems, for 26 One Test kits and approximately an additional \$1,500.00 for the Phlebotomy.

Upon a motion made by Commissioner Vincent, seconded by Commissioner Braus, after a complete discussion, and with all Commissioners present voting aye, the Board approved to accept the verbal quote, not to exceed \$6,000.00 and to add a line item to the 2023/2024 Budget.

**8. FISCAL YEAR 2022/2023 BUDGET AMENDMENT**

The Board reviewed the amended 2022/2023 fiscal year budget.

Upon a motion made by Commissioner Braus, seconded by Commissioner Drake, after a full discussion, and with all Commissioners present voting aye, the Board approved the amended 2022/2023 fiscal year budget.

**9. FISCAL YEAR 2023/2024 BUDGET**

The Board reviewed the 2023/2024 fiscal year budget.

Upon a motion made by Commissioner Braus, seconded by Commissioner Vincent, after a full discussion, and with all Commissioners present voting aye, the Board approved the 2023/2024 fiscal year budget.

**10. AUTOMATIC ASSISTANCE COVERAGE/MUTUAL AID AGREEMENT**

Chief Manshack presented the Board with an Automatic Assistance Coverage/Mutual Aid Agreement to the Board for their review. He further stated that the agreement would coordinate the local ESDs to have an "automatic" mutual aid protocol in place to begin dispatching mutual aid to save crucial preparation time and allow assistance to arrive on site quicker.

Upon a motion made by Commissioner Braus, seconded by Commissioner Drake, after a full discussion, and with all Commissioners present voting aye, the Board approved the Automatic Assistance Coverage/Mutual Aid Agreement as presented.

**11. REPORT FROM ESD PERSONNEL**

Chief Manshack reported and discussed with the Board:

1. In September, there were 29 calls reported. We are no longer under a burn ban, which dropped the callouts received.
2. Due to an issue at the plant, NRG Cottonwood had to postpone their fire extinguisher testing. A new date has been scheduled. Their annual bill is approved for submittal.
3. Tallman Cell Tower is not responding.
4. Ladder Truck 33 has been repaired but is still overheating. The tech arrived on site and believed it was a sensor issue. It now also has a water leak that is a possible o ring.

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5. Lamar is still interested in a long-term lease, which would include providing all maintenance while in their care.
6. Orange County brought in a few loads of spoiled dirt, and more is expected soon.
7. Jeff Gorman, Volunteer, resigned due to a recent lay-off from Invista, which is in the process of closing the Orange plant.

Assistant Chief Earnest mentioned that it may be a good time to lower the price of Ladder Truck 33. The Board agreed to add this to next month's agenda.

**12. APPLICATIONS RECEIVED**

1. Richard Lyttle, Volunteer.

**13. EXECUTIVE SESSION**

The Board recessed to go into closed session at 7:15 p.m. to discuss personnel matters and legal issues pursuant to Chapter 551.071 of the Texas Government Code.

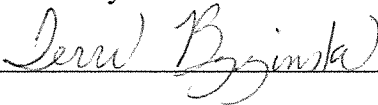
Upon returning to the open session at 7:20 p.m., the Board then voted on the following matters discussed in Executive Session:

Upon a motion made by Commissioner Vincent, seconded by Commissioner Braus, after a full discussion, and with all Commissioners present voting aye, the Board approved Richard Lyttle's Volunteer Application as presented.

**ADJOURN MEETING**

There being no further business, the meeting adjourned at 7:25 p.m.

Respectfully Submitted By:



Terri Brzezinski, OCESD 3 Recording Secretary

11/14/23

Date

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**Board Approved**