

Orange County Emergency Services District No. 3
Minutes of the Board of Commissioners Regular Meeting
November 14, 2023

The Board of Commissioners (the “Board” or “Commissioners”) of Orange County Emergency Services District No. 3 met in regular session on the 14th day of November 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:

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

All members of the Board were present, thus constituting a quorum. Attending in person were Matt Manshack (Fire Chief), Joey Earnest (Assistant Fire Chief), Cordale Baldwin (Firefighter), and Terri Brzezinski (Recording Secretary).

1. CALL TO ORDER

The meeting was called to order at 6:32 p.m. by Commissioner LaCombe.

2. PUBLIC COMMENTS

No public comments.

3. PREVIOUS MEETING MINUTES

The minutes from the October 10, 2023, meeting were presented to the Board.

Upon a motion by Commissioner Braus, seconded by Commissioner Smith, after a full discussion, and with all Commissioners present voting aye, the Board approved the October 10, 2023, minutes as presented.

4. FINANCIAL REPORT

The Board reviewed the District's Financial Report.

Upon a motion made by Commissioner Vincent, seconded by Commissioner Smith, 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 Smith, seconded by Commissioner Drake, after a full discussion, and with all Commissioners present voting aye, the Board approved payment of the District's bills, totaling approximately \$280,311.50.

6. COMMITTEE REPORTS

No committee reports.

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7. ATTENDEES FOR SAFE D CONFERENCE

Commissioner LaCombe opened a discussion regarding the Safe D Conference to be held at the Irving Convention Center at Las Colinas (just outside of Dallas) from February 22, 2024, to February 24, 2024.

Upon a motion made by Commissioner Braus, seconded by Commissioner Smith, after a complete discussion, and with all Commissioners present voting aye, the Board approved registering Commissioner LaCombe, Commissioner Vincent, Commissioner Drake, Commissioner Braus, Chief Manshack, and Mrs. Brzezinski for the February 2024 Safe D Conference.

8. FIREFIGHTER HEALTH TESTING KITS

Commissioner Vincent questioned the Additional Services and Supplies not covered on the 20/20 GeneSystems, One Test quote. Commissioner Drake mentioned that she understood the quote was supposed to cover everything needed except the Phlebotomy/Blood Draw Services.

9. SALE PRICE OF LADDER TRUCK

Ladder Truck 33 is currently priced for sale at \$175k and isn't receiving any new offers. The last offer was received a few years ago. It is unknown if Lamar is still interested in a long-term lease.

Upon a motion made by Commissioner Smith, seconded by Commissioner Braus, after a complete discussion, and with all Commissioners present voting aye, the Board approved to lower the asking sale price to \$130k.

10. FIRE CHIEF'S CONTRACT

Chief Manshack presented a preliminary Employee Agreement to the Board.

This item is tabled to allow the Board time to review the agreement.

11. REVIEW AND APPROVE STANDARD OPERATING GUIDELINES (SOG) POLICY AND PROCEDURE HOUSEKEEPING UPDATES

Commissioner Braus mentioned to the Board that the SOGs have been under construction for housekeeping updates. It was said that IT and Cyber Security chapters need to be added. Once it is complete, a draft will be submitted to the Board.

12. REVIEW ROOF REPLACEMENT QUOTES

Chief Manshack presented three quotes to the Board. Commissioner LaCombe mentioned that the quotes do not include removing the existing roof. The existing roof must be completely removed before installing the new one. Chief Manshack will obtain new quotes to present to the Board.

13. STATION 2 GENERATOR REPAIRS

Chief Manshack reported that the generator still isn't working. Commissioner LaCombe will set up a time to troubleshoot the generator.

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14. OLD ENGINE 31 BILL OF SALE

Commissioner LaCombe signed the Bill of Sale to finalize the old 1988 Pierce Engine 31 sale as presented.

15. CD 0841 AND CD 0842 RENEWAL

Commissioner Vincent provided an update showing Certificate of Deposit Numbers 0841 and 0842 were renewed for another four months at an interest rate of 4.50% (4.57% APR). Both CDs will mature on February 29, 2024.

16. FUNDING FOR CHRISTMAS PARTY

Assistant Chief Earnest discussed the food, awards, and miscellaneous items they will need for this year's Christmas party. The Christmas party is tentatively set for December 16, 2023, at 6:00 p.m. at Station 1.

Upon a motion made by Commissioner Smith, seconded by Commissioner Braus, after a complete discussion, and with all Commissioners present voting aye, the Board approved a budget of \$800.00 for the Department's annual Christmas party.

17. TRAINING FUNDING AND REIMBURSEMENT

Commissioner Braus and Chief Manshack presented to the Board that four members are interested in an upcoming ECA class in January of 2024 and inquired if it was possible for the Department to either pay for or reimburse the members' cost of the course, books and testing fees which could be around \$800.00 each. The Board determined that if these members present a certification and course receipts, they will be eligible for reimbursement.

Chief Manshack mentioned obtaining grants from the Texas Forestry System if the courses are eligible under House Bill 2604. He will research if other exemptions and grants are available and what rules and regulations apply.

The Board then discussed and determined that the Department's Standard Operating Guidelines/Procedures need to be updated to include an Education Payment Policy, which includes a 30% bonus incentive for successful certifications. This item was tabled to allow additional time for further research.

18. REPORT FROM ESD PERSONNEL

Chief Manshack reported and discussed with the Board:

1. In October, there were 59 calls reported. We were under a burn band for most of October.
2. Cottonwood NRG canceled the last two scheduled fire extinguisher tests.

19. APPLICATIONS RECEIVED

No applications were received.

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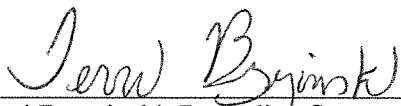
20. EXECUTIVE SESSION

The Board of Directors declined to convene in a closed or executive session in accordance with the Texas Open Meetings Act.

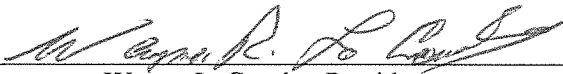
ADJOURN MEETING

There being no further business, the meeting adjourned at 8:00 p.m.

Respectfully Submitted By:

	<i>12-12-23</i>
_____ Terri Brzezinski, Recording Secretary	_____ Date

Approved By:

	<i>12-12-23</i>
_____ Wayne LaCombe, President	_____ Date

	<i>12-12-23</i>
_____ Cathryn Drake, Secretary	_____ Date

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Board Approved