

Orange County Emergency Services District No. 3
Minutes of the Board of Commissioners Regular Meeting
February 18, 2025

The Board of Commissioners (the "Board" or "Commissioners") of Orange County Emergency Services District No. 3 met in regular session on the 18th day of February 2025, 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
 Scott McDonald, Vice President
 Cammie Vincent, Treasurer
 Cathryn Drake, Secretary
 Robert Smith, Member

All five board members were present, thus constituting a quorum. Matthew Manshack (Fire Chief), Connor Aultman (Lieutenant), and Terri Brzezinski (Recording Secretary) attended in person.

1. CALL TO ORDER

Commissioner LaCombe called the meeting to order at 6:31 p.m.

2. PUBLIC COMMENTS

No public comments.

3. PREVIOUS MEETING MINUTES

The January 14, 2025, Regular District Meeting Minutes were presented to the Board.

Upon a motion by Commissioner Smith, seconded by Commissioner McDonald, after a complete discussion, and with all Commissioners present voting aye, the Board approved the January 14, 2025, Regular District Meeting Minutes as presented.

4. FINANCIAL REPORT

Commissioner Vincent opened the discussion with the FDIC insurance amount limits, which protect our bank account funds. She further reported that other banks in the area offer higher CD rates. She met with a representative from Texas First Bank and received a list of the documents required to open an account at their institution. Commissioner McDonald and Commissioner Vincent agreed to work together to obtain the necessary documents.

Upon a motion by Commissioner McDonald, seconded by Commissioner Drake, after a complete discussion, and with all Commissioners present voting aye, the Board approved the financial reports 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 McDonald, after a complete discussion, and with all Commissioners present voting aye, the Board approved the payment of the District's bills, totaling approximately \$9,769.66.

6. COMMITTEE REPORTS

No committee reports.

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7. PURCHASE OF A SECOND LUCAS DEVICE

Commissioner McDonald discussed the ESD's need for a second LUCAS device and presented a quote to the Board. Payment options to fund the purchase were also discussed. Commissioner Vincent inquired if the department has qualified staff to accommodate using a second LUCAS device.

Upon a motion by Commissioner Smith, seconded by Commissioner McDonald, after a complete discussion, and with all Commissioners present voting aye, the Board approved purchasing a second Lucas Device per the quote from Stryker and obtaining a loan to fund the purchase.

8. DEVELOPMENT OF A FLEET AND FACILITIES PLAN WITH A FIVE-YEAR FOCUS

Commissioner McDonald proposed forming a Committee with Chief Manshack and possibly another Commissioner to assess OCESD 3's future needs. This would include creating a five-year plan for the future needs of the ESD's fleet, equipment, maintenance, and expanding the facilities at Station 1.

The Board agreed to form the Committee.

9. ISSUANCE OF A DISTRICT DEBIT CARD TO BE ASSIGNED TO CHIEF MANSHACK

Commissioner McDonald opened the discussion with the Board to issue Chief Manshack a debit card with the department's bank account for purchasing departmental items.

Upon a motion by Commissioner Drake, seconded by Commissioner McDonald, after a complete discussion, and with four Commissioners voting aye and Commissioner LaCombe voting nay, the Board approved acquiring a debit card to be assigned to Chief Manshack with a \$1,000.00 daily limit.

10. REPLACEMENT OF FURNITURE AT STATION 1

Commissioner McDonald and Chief Manshack presented three quotes to the Board to replace the couch, loveseat, and recliner at Station 1. The Board discussed different furniture options: quality, longevity, and warranty availability.

Upon a motion by Commissioner Smith, seconded by Commissioner LaCombe, after a complete discussion, and with all Commissioners present voting aye, the Board approved the purchase of furniture for Station 1 to replace the existing furniture, as per the quote received from First Station Furniture for \$4,517.48, and to obtain a loan to cover the cost.

11. STANDARD OPERATING PROCEDURES (SOPs)

Commissioner Vincent expressed the importance of updating the Standard Operating Procedures (SOPs). The ESD's current SOPs need to be updated. She would like to review and work towards making the necessary updates. The Board requested a digital copy of the existing SOPs.

Upon a motion by Commissioner LaCombe, seconded by Commissioner McDonald, after a complete discussion, and with all Commissioners present voting aye, the Board approved Chief Manshack forming a Committee to update the SOPs consisting of paid employees, volunteers, and one or two Board members.

12. DOCUMENTATION REQUIRED TO OPEN ADDITIONAL BANK ACCOUNTS

The Board discussed Agenda Item 12, "Documentation Required to Open Additional Bank Accounts," with Agenda Item 4, "Financial Report".

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13. SAFE-D 2025 ANNUAL CONVENTION (FEBRUARY 6 - 8, 2025) AT THE KALAHARI RESORT CONVENTION CENTER IN ROUND ROCK, TEXAS

The Board discussed the conference and shared their experiences. They further discussed attendees' reimbursements for expenses incurred.

Upon a motion by Commissioner Smith, seconded by Commissioner Drake, after a complete discussion, and with all Commissioners present voting aye, the Board approved reimbursing attendees' expenses incurred for the conference: \$0.70 per mile, lodging cost per receipt, and \$35.00 per day for meals (3 days).

14. NRG COTTONWOOD CONTRACT AND SERVICES UPDATE AND OPTIONS

Chief Manshack informed the Board that Bob Hunter, the plant manager at NRG Cottonwood, said that NRG Cottonwood can only offer a prorated contract from January 1, 2025, to May 31, 2025. The new Owner/Asset Manager, Pelican Power/Kindle Energy Management Company, is scheduled to begin operating the plant on June 1, 2025, and a new contract will be considered at that time. NRG Cottonwood agreed to pay the 2025 contracted services invoice number 1005 at a prorated rate to accommodate the shortened contract length.

15. REPORT FROM FIRE DEPARTMENT PERSONNEL

Chief Manshack and Assistant Chief Earnest reported and discussed with the Board:

1. There were 32 calls for January 2025.
2. The growth of the district's area was discussed.

16. APPLICATIONS RECEIVED

Volunteer Firefighter application was received from Cindy Howell.

17. EXECUTIVE SESSION

The Board recessed into a closed session at 8:20 p.m. to discuss personnel matters and legal issues pursuant to Chapter 551.071 of the Texas Government Code.


The Board returned to open session at 8:30 p.m. and voted on the following matter addressed in the closed session:

Upon a motion by Commissioner LaCombe, seconded by Commissioner Smith, after a complete discussion, and with all Commissioners present voting aye, the Board approved to accept the Volunteer Firefighter application from Cindy Powel,

ADJOURN MEETING

There being no further business, the meeting was adjourned by Commissioner LaCombe at 8:34 p.m.

Respectfully Submitted By:



Terri Brzezinski, Recording Secretary

3-11-25

Date

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Orange County ESD 3- Lucas- Quote

Quote Number: 11065349

Remit to: Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Version: 1

Prepared For: Orange County ESD 3
Attn:

Rep: Samir Sehic
Email: samir.sehic@stryker.com
Phone Number:
Mobile: +1 9402977015

Quote Date: 02/10/2025

Expiration Date: 05/11/2025

| Delivery Address | | Sold To - Shipping | | Bill To Account | |
|------------------|---------------------|--------------------|---------------------|-----------------|---------------------|
| Name: | Orange County ESD 3 | Name: | Orange County ESD 3 | Name: | Orange County ESD 3 |
| Account #: | | Account #: | | Account #: | |
| Address: | 8465 Texas 87 | Address: | 8465 Texas 87 | Address: | |
| | Orange | | Orange | | |
| | Texas 77632 | | Texas 77632 | | |

Equipment Products:

| # | Product | Description | Qty | Sell Price | Total |
|------------------|--------------|--|-----|-------------|-------------|
| 1.0 | 99576-000063 | LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device | 1 | \$20,716.00 | \$20,716.00 |
| 2.0 | 11576-000060 | LUCAS Desk-Top Battery Charger | 1 | \$1,609.00 | \$1,609.00 |
| 3.0 | 11576-000071 | LUCAS External Power Supply | 1 | \$509.00 | \$509.00 |
| 4.0 | 11576-000080 | LUCAS 3 Battery - Dark Grey - Rechargeable LiPo | 1 | \$957.00 | \$957.00 |
| 5.0 | 11576-000048 | LUCAS 12V-24V DC Car Cable | 1 | \$196.00 | \$196.00 |
| Equipment Total: | | | | | \$23,987.00 |

Price Totals:

| | |
|-------------------------------|-------------|
| Estimated Sales Tax (0.000%): | \$0.00 |
| Freight/Shipping: | \$389.79 |
| Grand Total: | \$24,376.79 |

Prices: In effect for 30 days

Terms: Net 30 Days

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CHICAGO IL 60673-1213
USA

Version: 1

Prepared For: Orange County ESD 3

Attn:

Rep: Samir Sehic

Email: samir.sehic@stryker.com

Phone Number:

Mobile: +1 9402977015

Quote Date: 02/10/2025

Expiration Date: 05/11/2025

Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.

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