

**Orange County Emergency Services District No. 3**  
**Minutes of the Board of Commissioners Regular Meeting**  
*February 10, 2026*

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 February 2026, 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

Five Board Members were present; therefore, a quorum was established.

Also present were Matthew Manshack (Fire Chief), Joey Earnest (Assistant Fire Chief), Rusty McDonald (Safety Officer), Connor Aultman (Captain), Ryan Burns (Lieutenant), Dylan Manshack (Firefighter), and Terri Brzezinski (Recording Secretary).

Meeting packets with copies of the previous Minutes of the Board of Commissioners’ Meeting, the Financial Report, and the Bill Pay/Other Payments Reports were provided for each Commissioner, the Fire Chief, and the Assistant Fire Chief.

**1. CALL TO ORDER**

Commissioner LaCombe called the meeting to order at 6:30 p.m.

**2. PUBLIC COMMENTS**

No public comments were offered.

**3. PREVIOUS MEETING MINUTES**

The minutes from the January 13, 2026, regular meeting were presented to the Board.

On a motion by Commissioner Smith, seconded by Commissioner McDonald, and with all Commissioners present voting aye after thorough discussion, the Board unanimously approved the minutes of the January 13, 2026, Regular Meeting as presented.

**4. FINANCIAL REPORT**

The financial report was presented to the Board. Commissioner Vincent discussed the status of the January 2026 financial report, including the sales tax revenue.

- a. Investment Options and Reserves – Options and opportunities were discussed with careful consideration of FDIC insurance-backed options and rate of return.

On a motion by Commissioner Smith, seconded by Commissioner McDonald, following a thorough discussion, and with all Commissioners present voting aye, the Board unanimously approved and accepted the financial reports as presented.

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**5. PAYMENT OF BILLS**

The Board reviewed the District bills totaling approximately \$21,872.37.

On a motion by Commissioner Smith, seconded by Commissioner Drake, and with all Commissioners present voting aye after a thorough discussion, the Board unanimously approved payment of the District's bills in the amount of approximately \$21,872.37.

**6. COMMITTEE REPORTS**

No Committee Reports.

**7. SAFE-D 2026 CONFERENCE FEEDBACK AND REIMBURSEMENTS**

The Board discussed the SAFE-D Conference activities and reviewed reimbursement for expenses incurred by attendees.

On a motion by Commissioner Smith, seconded by Commissioner McDonald, and with all Commissioners present voting aye after thorough discussion, the Board unanimously approved reimbursement of attendees' conference expenses, including mileage at the 2026 IRS Standard Mileage Rate and a \$75 daily per diem.

**8. SAFE-D SOUTHEAST REGIONAL MEETING UPDATE AND 3<sup>RD</sup> QUARTER HOST COMMITMENT**

Commissioner LaCombe opened the discussion, stating that he would like for OCESD No. 3 to host the 3rd Quarter Safe-D Southeast Regional Meeting. Commissioner McDonald provided an update to the Board regarding the most recent meeting minutes, which were previously emailed to the Board.

On a motion by Commissioner LaCombe, seconded by Commissioner Smith, and with all Commissioners present voting aye after thorough discussion, the Board approved to host the 3<sup>rd</sup> Quarter Safe-D Southeast Regional Meeting, noting that the date, time, and location will be announced once finalized.

**9. ENGAGEMENT LETTER RECEIVED FOR THE 2025 ANNUAL AUDIT**

The Board discussed the audit engagement letter received from Sherri R. Scheffer, CPA, regarding audit services for OCESD No. 3's Fiscal Year 2025 Audit.

On a motion by Commissioner LaCombe, seconded by Commissioner Smith, and with all Commissioners present voting aye after thorough discussion, the Board unanimously approved acceptance of the engagement letter as presented for the Fiscal Year 2025 Audit.

**10. CHIEF UNIFORM ALLOWANCE**

Chief Manshack requested an allowance to purchase necessary uniform items.

On a motion by Commissioner McDonald, seconded by Commissioner Smith, and with all Commissioners present voting aye after a thorough discussion, the Board unanimously approved establishing a uniform allowance of \$500 for the Fire Chief.

**11. STANDARD OPERATING GUIDELINES (SOG)**

This item was tabled until the next regular District meeting.

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**12. SALE OF TANKER 34 (2002 FERRARA TANKER 34) - STATUS**

Chief Manshack reported that the check for the sale of the 2002 Ferrara Tanker 34 has been received and deposited, and the District is awaiting confirmation of cleared funds. Once the funds have cleared, the tanker will be released to the buyer, and "The Garage" (broker) will complete the required paperwork and submit its commission invoice.

**13. FORESTRY SERVICE EQUIPMENT GRANT - STATUS**

Chief Manshack reported that the grant paperwork for the purchased equipment has been submitted and recently approved, and that payment is expected to be received soon.

This item was tabled until the next regular District meeting.

**14. STATION 2 RECOMMENDATIONS**

This item was tabled until the next regular District meeting.

**15. REPORT FROM FIRE DEPARTMENT PERSONNEL**

Chief Manshack and Assistant Chief Earnest reported and discussed the following:

- 39 calls in January 2026
- Mutual Aid
- Fit Testing – The City of Orange was initially scheduled to conduct the fit testing; however, they are no longer able to do so. The Department will now conduct testing at an outsourced facility for approximately 25–30 personnel at an estimated total cost of \$1,500–\$2,000. Portions of this cost may be eligible under the PPE Grant, which is currently pending approval. The Board authorized the staff to proceed.

**16. APPLICATIONS RECEIVED**

No applications were received.


**17. EXECUTIVE SESSION**

The Board declined to go into a closed session pursuant to Chapter 551.071 of the Texas Government Code.

**ADJOURNMENT**

There being no further business, Commissioner LaCombe moved to adjourn the meeting at 7:15 p.m.

**Respectfully submitted,**

  
Terri Brzezinski, Recording Secretary  
*March 10, 2025*

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