

BASTROP COUNTY EMERGENCY SERVICES DISTRICT NO. 3

MINUTES

April 15, 2026

Bastrop County Emergency Services District No. 3 met in regular session, open to the public, at **9:00 A.M.**, on **Wednesday, April 15, 2026**, in the **Bastrop County Emergency Services District 3 office, 627 B State Highway 71, Bastrop, Texas 78602**, at which time the following subjects were discussed, considered, passed, or adopted:

A. Call Meeting to Order (Commissioner Green) **9:00 am**

B. Pledges of Allegiance; Those present said the Pledges of Allegiance.

Present were Commissioners Pack, Green, Simpson, and Young. Commissioner Stagner was absent. Also present was Executive Director Johnson and Legal Counsel Kelli Carton. Others in attendance were Don Rose, Nichole Kuhlmann, Ernie Rodriguez, Kelly Curry, Preston McGrew, Crystie Shibley, Rusty Wood with Acadian Ambulance, and members of the public.

C. Public Comment. None.

D. Public Comment on Agenda Items. None.

E. Operations

1. Operations report from Acadian Ambulance, including
 - a. Operational Metrics
 - b. Clinical Metrics
 - c. Community Events
 - d. Discussion and possible action on the report provided

Acadian representative, Rusty Wood, provided the report on subitems (a), (b), and (c). Discussion followed.

No action taken.

2. Executive Director report to include executive summary, update on Administrative operations, EMS transition plan, human resources, construction and other project updates, including any subitems below, and other related District matters, with discussion and possible action on the report provided.

Executive Director Johnson presented the report as included in the meeting packet and provided an update regarding the delay in financials due to CPA out on maternity leave. Executive Director Johnson also introduced the new Communications Manager, Nichole Kuhlmann. Discussion followed.

No action taken.

3. Bastrop County First Responders Report

Preston McGrew provided the First Responders report.

No action taken.

F. The following items are for discussion and possible action:

1. Approval of the Treasurer's report and the financial statements for March 2026, payment of invoices and reimbursements, payroll, and advertising expenses.

No action taken.

2. Approval of revenue transfer(s) between or among District accounts.

No action taken.

3. Approval of quarterly investment report.

Motion: Commissioner Green moved to approve the investment report with the correction to the total interest listed to \$42,825.57; Second by Commissioner Pack.

4 – Ayes, Motion Passes

4. Conduct annual review of investment policy and investment strategies and approve a resolution for same.

Motion: Commissioner Green moved to approve the Resolution Confirming Annual Review of District Investment Policy, Strategies, Guidelines and Management Practices, as presented; Second by Commissioner Pack.

4 – Ayes, Motion Passes

5. Approve minutes from the following meetings:

- a. March 18, 2026 (Regular Meeting)

Motion: Commissioner Pack moved to approve the meeting minutes from March 18, 2026; Second by Commissioner Simpson.

4 – Ayes, Motion Passes

6. Approve a resolution for exemption from ad valorem taxation for the Hopewell Community Center.

Tabled. Awaiting additional information from the owner.

7. Approve a policy to provide coverage of large-scale community events.

Executive Director Johnson provided a model of events in the board packet. Discussion followed. The Board will further discuss next month.

No action taken.

8. Approve a recommendation for the District holiday schedule and staff compensation for such.

Executive Director Johnson provided a model of the schedule and compensation, which was included in the board packet. Discussion followed.

Motion: Commissioner Simpson moved to approve the District's holiday schedule and compensation as presented; Second by Commissioner Green

4 – Ayes, Motion Passes

9. Approve policies related to revenue cycle management.

Director Johnson presented a list of policy options related to revenue cycle management. Commissioners discussed each option.

Motion: Commissioner Simpson moved to approve policies related to revenue cycle management as presented; Second by Commissioner Green.

4 – Ayes, Motion Passes

10. Approve subscription and payment for ProQA medical call taking software and AQUA quality management software for dispatch.

Kelly Curry presented the ProQA software item, with two options for acquisition.

Motion: Commission Simpson moved to approve the ProQA medical call-taking software and AQUA quality management software for dispatch as recommended and to utilize the licensing option for same; Second by Commissioner Green.

4 – Ayes, Motion Passes

11. Approve the purchase of Criticall software for testing and ongoing evaluation of communications center staff.

Motion: Commissioner Pack moved to approve the purchase of Criticall/Online Test Genuis annual licensing software for testing and ongoing evaluation of communications staff, in an amount not to exceed \$5,000; Second by Commissioner Green.

4 – Ayes, Motion Passes

12. Approve the subscription to KnowBe4 Security Systems and payment for same.

Motion: Commissioner Green moved to approve the subscription of KnowBe4 Security Systems and payment for same as presented; Second by Commissioner Pack.

4 – Ayes, Motion Passes

13. Approve the purchase of stair-chair patient movement equipment.

Motion: Commissioner Green moved to approve the purchase of stair-chair patient movement equipment from Stryker as presented; Second by Commissioner Young.

4 – Ayes, Motion Passes

14. Approve the purchase of medical training equipment.

Executive Director Johnson and Don Rose provided information on various training equipment for future staff.

Motion: Commissioner Pack moved to approve the purchase of medical training equipment along with the purchase of CPR mannequins, as presented; Second by Commissioner Green.

4 – Ayes, Motion Passes

15. Approve the purchase of a standby replacement generator and air conditioner unit for the Frazer ambulance fleet.

Motion: Commissioner Pack moved to approve the purchase of a standby replacement generator and air conditioner unit for the Frazer ambulance fleet upon delivery of the last ambulance; Second by Commissioner Young.

3 – Ayes, 1- No, Motion Passes (Commissioner Green opposed)

16. Approve the purchase and installation of controlled substance safes for five Tahoes, Shop 12 and Administration.

Kelly Curry presented information on MedixSafes, their installation, and the location for each, if purchased.

Motion: Commissioner Green moved to approve the purchase and installation of controlled substance safes for five Tahoes, Shop 12 and Administration as presented; Second by Commissioner Young.

4 – Ayes, Motion Passes

17. Approve the purchase of a propane grill and cooktop.

Motion: Commissioner Green moved to approve the purchase of a propane grill and cooktop; Second by Commissioner Pack.

4 – Ayes, Motion Passes

18. Approve acquisition plan and purchases for temporary station accommodations for EMS crews and apparatus on leased or owned property.

Kelly Curry provided information on options and the Board discussed.

No action taken.

19. Approve station improvements for the Station 2 (Elgin Regional Station) - adding cameras to be connected to previously approved security and access control system, and obtaining a suitable vendor for same.

Motion: Commissioner Green moved to approve adding cameras to Station 2 as presented, with the cameras to be connected to the previously approved security and access control system, and obtaining a suitable vendor for same; Second by Commissioner Pack.

4 – Ayes, Motion Passes

20. Approve station improvements for Station 4 (103 Turney, Smithville) – Morton Buildings for Wainscot and/or Garage Doors Framing, or another suitable vendor for same.

Motion Commissioner Green moved to approve for Station 4 – Morton Buildings for Wainscot and/or Garage Doors Framing, or another suitable vendor for same, but no roof replacement; Second by Commissioner Pack.

3 – Ayes, 1 - Abstention, Motion Passes (Commissioner Simpson abstained)

21. Approve station improvements for Station 4 (103 Turney, Smithville) – Done Right Painting for Wall & Trim Paint and/or other repairs & reframing, or another suitable vendor for same.

Motion: Commissioner Green moved to approve for Station 4 the minor interior station repairs and painting for the residential single wall in the bay as presented and using Done Right Painting, but no garage sheet rocking; Second by Commissioner Pack.

4 – Ayes, Motion Passes

22. Approve station improvements for Station 4 (103 Turney, Smithville) – Richard Spurlock for concrete work on driveway, generator pad and new garage door entrances, or another suitable vendor for same.

Motion: Commissioner Green moved to approve Station 4 concrete work on driveway, generator pad and new garage door entrances with a suitable vendor and in an amount not to exceed \$17,000; Second by Commissioner Pack.

4 – Ayes, Motion Passes

23. Approve station improvements for Station 4 (103 Turney, Smithville) – Sharp Electrical for electrical work and generator, or another suitable vendor for same.

Motion: Commissioner Pack moved to approve Station 4 electrical work and to add a generator using a suitable vendor for same; Second by Commissioner Young.

4 – Ayes, Motion Passes

24. Approve station improvements for Station 4 (103 Turney, Smithville) – Lost Pines Garage Door for new garage doors and automatic openers and/or additional door on back of building, or another suitable vendor for same.

Motion: Commissioner Pack moved to approve three new garage doors with automatic openers for Station 4 using a suitable vendor for same; Second by Commissioner Young.

4 – Ayes, Motion Passes

25. Approve miscellaneous station improvement items for Station 4 (103 Turney, Smithville), including but not limited to construction/permit fees, trash haul off, movement of RV parking canopy, and other make-ready or unplanned expenses, a not-to-exceed budget for same, and authorize staff to seek suitable vendors as needed.

Motion: Commissioner Simpson moved to approve miscellaneous station improvement items for Station 4, including but not limited to, construction/permit fees, trash haul off, movement of RV parking canopy, and other make-ready or unplanned expenses, in an amount not to exceed \$20,000, and to authorize staff to seek suitable vendors as needed; Second by Commissioner Pack.

4 – Ayes, Motion Passes

26. Approve and authorize staff to manage contractors/vendors for Station 2 and Station 4 improvements.

Motion: Commissioner Young moved to approve and authorize staff to manage contractors/vendors for Station 2 and Station 4 improvements as presented; Second by Commissioner Pack.

4 – Ayes, Motion Passes

27. Approve a prevailing wage rate resolution for new construction.

Motion: Commissioner Young moved to approve a prevailing wage rate resolution for new construction as presented; Second by Commissioner Pack.

4 – Ayes, Motion Passes

28. Approve replacing the “627 Highway 71” roadside sign with a District sign.

Motion: Commissioner Simpson moved to approve replacing the “627 Highway 71” roadside sign with a District sign as presented, less the sales tax on the bid; Second by Commissioner Young.

4 – Ayes, Motion Passes

The Board adjourned to Executive Session at 11:44 AM under Texas Government Code Section 551.071 to receive legal advice and counsel regarding Agenda Items 29-32. The Board reconvened in Regular Session at 1:16 PM. No action was taken in Executive Session.

29. Approve potential real estate locations, purchases, interlocal agreements, or leases for EMS station(s), including authorizing the Board President to sign paperwork related to same.

Motion: Commissioner Green moved to authorize closing on the Kinsey property and to authorize the Board president to sign the paperwork for same; Second by Commissioner Young.

4 – Ayes, Motion Passes

30. Approve a plan for expanded medical direction coverage and any contracts or updates to contracts for same.

Motion: Commissioner Pack moved to approve a plan for expanded medical direction coverage, including any contracts or updates to contracts for same, and to authorize the Executive Director to pursue the expanded medical direction as discussed; Second by Commissioner Green.

4 – Ayes, Motion Passes

31. Approve action related to the Elgin interlocal agreement for ambulance coverage.

Motion: Commissioner Simpson moved that legal counsel communicate with the City of Elgin on the City's letter and authorize counsel to pursue all legal action necessary; Second by Commissioner Young.

4 – Ayes, Motion Passes

32. Receive General Counsel report, including, but not limited to, tax matters, pending contract issues, open records requests, and other legal issues, if any, and take action as needed.

No action taken.

33. Adjournment

Adjourn at 1:34 PM.

Approved: May 20, 2026.



Keith Simpson, Secretary
Board of Commissioners

Minutes taken and transcribed by Crystie Shibley, Office Manager for Bastrop County Emergency Services District No. 3