

BASTROP COUNTY EMERGENCY SERVICES DISTRICT NO. 3

MINUTES

March 18, 2026

Bastrop County Emergency Services District No. 3 met in regular session, open to the public, at **9:00 A.M.**, on **Wednesday, March 18, 2026**, in the **Bastrop County Emergency Services District No. 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 Stagner, Green, Simpson, and Young. Commissioner Pack was absent. Also present was Executive Director Johnson and Legal Counsel Kelli Carlton. Others in attendance were Ernie Rodriguez, Kelly Curry, Preston McGrew, Rusty Wood with Acadian Ambulance, Bastrop-Travis Counties ESD No. 1 Asst. Fire Chief Mark Wobus, 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, provided an update regarding the Communications Manager position, and reported on a recent meeting with State Representative Stan Gerdes. 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 February 2026, payment of invoices and reimbursements, payroll, and advertising expenses.

Executive Director Johnson presented the Treasurer's report as provided in the board packet and requested approval for adjustments to appropriate categories, including adjustments for mileage.

Motion: Commissioner Green moved to accept the Treasurer's report and the financial statements for February 2026, payment of invoices and reimbursements, payroll, advertising expenses, and adjustments for mileage as presented; Second by Commissioner Stagner.

4 – Ayes, Motion Passes

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

No action taken.

3. Approve minutes from the following meetings:

- a. February 18, 2026
- b. March 9, 2026 (Special Meeting)

Motion: Commissioner Simpson moved to approve the meeting minutes from February 18, 2026, and March 9, 2026; Second by Commissioner Young.

4 – Ayes, Motion Passes

4. Approve renewal of insurance policies with VFIS, and make any changes as deemed necessary.

Executive Director Johnson provided information and a quote for the policy renewal and requested increasing the contents coverage to \$200,000, increase value of Shop 12, and recommended additional cyber coverage in the future.

Motion: Commissioner Green moved to approve the renewal of insurance policies with VFIS, and for staff to make any policy or coverage increases as deemed necessary; Second by Commissioner Stagner.

4 – Ayes, Motion Passes

5. Approve the purchase of inventory management software and related modules directly through PSTRax.

Executive Director Johnson provided information and an update to the pricing structure originally presented by the vendor.

Motion: Commissioner Simpson moved to approve the purchasing of inventory management software and related modules directly through PSTrax from current year funds; Second by Commissioner Stagner.

4 – Ayes, Motion Passes

6. Approve the purchase of Aladtec timekeeping software subscription.

Motion: Commissioner Green moved to approve the purchase of Aladtec timekeeping software subscription and include the purchase price in the proposed May budget amendment; Second by Commissioner Simpson.

4 – Ayes, Motion Passes

7. Approve the purchase of furniture for EMS stations.

No action taken.

8. Approve purchase and installation of Safety Vision video recording and force monitoring system for Tahoes and Shop 12.

Director of Infrastructure and Procurement Kelly Curry provided information and a quote in the board packet. Discussion followed.

Motion: Commissioner Green moved to approve the purchase and installation of Safety Vision video recording and force monitoring system for Tahoes and Shop 12 as presented; Second by Commissioner Stagner.

4 – Ayes, Motion Passes

9. Approve purchase and installation of Cradlepoint onboard mobile connectivity equipment for Tahoes and Shop 12 for the purpose of mobile connectivity and AVL tracking.

Infrastructure and Procurement Director Curry provided information and a quote in the board packet. Discussion followed.

Motion: Commissioner Green moved to approve the installation of Cradlepoint onboard mobile connectivity equipment in Tahoes and Shop 12 for purposes of mobile connectivity and automatic vehicle location (AVL) tracking, as presented, with a cost not to exceed \$250 per unit; Second by Commissioner Stagner.

4 – Ayes, Motion Passes

10. Approve purchase of mounting equipment for iPADS for all units including cab and patient compartment from Pivot.

Executive Director Johnson provided information and a quote from Pivot in the board packet. Discussion followed.

Motion: Commissioner Simpson moved to approve purchase of mounting equipment for iPads for all units, including cabs and patient compartments, from Pivot as presented; Second by Commissioner Green.

4 – Ayes, Motion Passes

11. Approve purchase of lamResponding for first responder alerting and response tracking.

Executive Director Johnson provided information and a quote in the board packet. Discussion followed.

Motion: Commissioner Simpson moved to approve the purchase of lamResponding for first responder alerting and response tracking as presented; Second by Commissioner Green.

4 – Ayes, Motion Passes

12. Approve purchase of IV pumps.

Executive Director Johnson provided the Board with information and a quote from Life Assist in the Board packet. Discussion followed.

Motion: Commissioner Green moved to approve the purchase of Sapphire IV pumps and the associated items identified in the quote, through Life Assist, as presented; Second by Commissioner Young.

4 – Ayes, Motions Passes

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

Infrastructure and Procurement Director Curry provided information to the Board on options for temporary stations. Discussion followed.

No action taken.

14. Approve furniture, fixture and equipment items for future ambulance stations.

Infrastructure and Procurement Director Curry provided information to the Board and quotes from furniture vendors.

Motion: Commissioner Green moved to approve purchase of furniture, fixtures, and equipment items for future ambulance stations at Milton's Furniture in Smithville as presented; Second by Commissioner Stagner.

4 – Ayes, Motion Passes

15. Approve paid time off policy.

Executive Director Johnson and Workforce Manager Preston McGrew presented an updated paid-time-off policy that includes a combined PTO bank and an 80-hour carryover allowance. Discussion followed.

Motion: Commissioner Stagner moved to approve the combined paid time off policy for staff as presented. Second by Commissioner Young.

4 - Ayes, Motion Passes

Consideration of the field staff holiday policy was tabled for further review.

16. Approve longevity pay plan for staff retention.

Executive Director Johnson presented a longevity pay plan model to the Board. Discussion followed.

Motion: Commissioner Simpson moved to approve the longevity pay plan for staff retention as presented; Second by Commissioner Young.

4 - Ayes, Motion Passes

Motion: Commissioner Simpson moved that the first longevity pay payment be made in December 2027; Second by Commissioner Young.

4 – Ayes, Motion Passes

17. Approve a resolution on an optional 457(b) deferred compensation retirement savings plan for employees.

Executive Director Johnson and Workforce Manager McGrew presented the 457(b) plan structure and background on the proposed plan.

Motion: Commissioner Simpson moved to approve the adoption of the 457(b) plan, to be effective August 1, 2026, together with the associated resolution designating the Workforce Manager as plan administrator, and the PTO conversion plan as presented; Second by Commissioner Young.

4 – Ayes, Motion Passes

18. Approve Employee Handbook.

Ms. Carlton, legal counsel, advised that the handbook remains under legal review.

No action taken.

19. Approve Interlocal License Agreement with Bastrop-Travis County ESD 1 for housing of a future ambulance and crew.

Motion: Commissioner Simpson moved to approve Interlocal License Agreement with Bastrop-Travis Counties ESD 1 for housing of a future ambulance and crew as presented; Second by Commissioner Green.

4 – Ayes, Motion Passes

The Board adjourned to Executive Session at 11:05 AM under Texas Government Code Section 551.071 to receive legal advice and counsel regarding Agenda Item # 20, Agenda Item #21, and Agenda Item# 22. The Board reconvened in Regular Session at 12:33 PM. No action was taken in Executive Session.

20. 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.

No action taken.

21. Approve Elgin interlocal agreement for ambulance coverage.

No action taken.

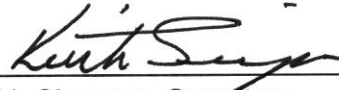
22. Receive General Counsel report, including, but not limited to, tax matters, pending contract issues, open records requests, and other legal issues, if any, and take action as needed.

No action taken.

23. Adjournment

Motion: Adjourn at 12:34 PM.

Approved: April 15, 2026.



Keith Simpson, Secretary
Board of Commissioners

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