

BASTROP COUNTY EMERGENCY SERVICES DISTRICT NO. 3

MINUTES

February 18, 2026

Bastrop County Emergency Services District No. 3 met in regular session, open to the public, at **9:00 A.M.**, on **Wednesday, February 18, 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 Stagner, Pack, Green, Simpson, and Young. Also present was Executive Director Johnson. Counsel Kelli Carton participated via phone.

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 provided report. 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.
 - a. Dashboard Demo

Executive Director Johnson presented the report as included in the packet and announced the hiring of the Clinical Director. Director Ernie Rodriguez presented the Dashboard Demo to the board. Discussion followed.

No action taken.

3. Bastrop County First Responders Report

The first responders provided a written 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 December 2025 and January 2026, payment of invoices and reimbursements, payroll, and advertising expenses.

Executive Director Johnson presented the Treasurer's report as provided in the board packet.

Motion: Commissioner Pack moved to accept the Treasurer's report and the financial statements for December 2025 and January 2026, payment of invoices and reimbursements, payroll, and advertising expenses as presented; Second by Commissioner Green.

5 – Ayes, Motion passes

2. Approval of Revenue Transfer(s).

Motion: Commissioner Pack motioned to approve the revenue transfer of \$7.5 million to Tex Pool when available and First National Bank as needed; Second by Commissioner Simpson.

5- Ayes, Motion Passes

3. Authorize the President to close on the capital equipment financing loan through Government Capital.

Motion: Commissioner Green moved to approve the Government Capital loan, including the Loan Resolution from Government Capital, Reimbursement Resolution for district reimbursement, payment of closing costs upfront, and authorization for signature by the Board President and Secretary as presented; Second by Commissioner Young.

5 – Ayes, Motion Passes

4. Approve minutes from the following meetings: (Commissioner Simpson)
 - a. January 21, 2026
 - b. February 4, 2026 (Special Meeting)

Motion: Commissioner Pack moved to approve the meeting minutes for January 21, 2026, and February 4, 2026; Second by Commissioner Simpson.

5 – Ayes, Motion Passes

5. Approve vendors for disposable supplies, durable equipment and medications through their respective purchasing cooperative agreements.

Executive Director Johnson requested approval and authorization of three primary medical vendors: Bound Tree Medical, Henry Schein Healthcare, and Life Assist.

Motion: Commissioner Pack moved to approve vendors for disposable supplies, durable equipment and medications through their respective purchasing cooperative agreements as presented; Second by Commissioner Stagner.

5 – Aye, Motion Passes

6. Approve the purchase of inventory management software and related modules.

Executive Director Johnson recommends authorization to move forward with PS Trax as well as the commit to spend with Life Assist.

Motion: Commissioner Pack moved to approve the purchase of PS Tracks as inventory management software and related modules as presented; Second by Commissioner Green.

5 – Aye, Motion Passes

7. Approve the purchase of a continuing education software subscription.

Motion: Commissioner Pack moved to approve purchase of FOAMfrat, continuing education software as presented; Second by Commissioner Young.

5 – Ayes, Motion Passes

8. Approve the purchase of a scheduling software subscription.

Motion: Commissioner Simpson moved to approve the purchase of Aladec by TPC as presented; Second by Commissioner Pack.

5 – Ayes, Motion Passes

9. Approve the purchase of three additional cot loading systems and four additional PowerPro2 cots from Stryker.

Motion: Commissioner Green moved to approve the purchase of three additional cot loading systems and four additional PowerPro3 cots from Styker; Second by Commissioner Pack.

5 – Ayes, Motion Passes

10. Approve the purchase of three additional remote mount, dual-head radios and one dash mount radio for installation in ambulances 13-15 and 12, respectively.

Motion: Commissioner Green moved to approve the purchase of three additional remote mount, dual head radios and one dash mount radio for installation in ambulances 13-15 and 12, as presented; Second by Commissioner Pack.

5 – Ayes, Motion Passes

11. Approve the purchase of ventilators.

Motion: Commissioner Green moved to approve the purchase of 18 Zoll Z ventilators, carriers, backpacks, and hangers as presented; Second by Commissioner Pack.

5 – Ayes, Motion Passes

12. Approve the purchase of video laryngoscopy equipment.

Motion: Commissioner Packs motioned to approve the purchase of GlideScope video laryngoscopy equipment as presented; Second by Commissioner Green.

5 – Ayes, Motions Passes

13. Approve payroll process procedure.

Motion: Commissioner Pack motioned to approve the payroll process, authorizing the Executive Director to approve the monthly payroll. Commissioner Pack will receive a monthly payroll report. In the absence of the Executive Director, payroll approval will be authorized by Commissioner Pack; if unavailable, approval will be authorized by the backup Treasurer, Commissioner Young, and then the Vice President, Commissioner Stagner.

5 – Ayes, Motion Passes.

14. Approve participation agreements with the Capital Area Trauma Regional Advisory Committee:

- a. Whole Blood Program Participation
- b. Emergency Medical Task Force MOU
- c. Hospital Preparedness Program MOU
- d. Business Associate Agreement for data sharing

Motion: Commissioner Green moved to approve the participation agreements with Capital Area Trauma Regional Advisory Committee as presented to include the Whole Blood Program Participation, Emergency Medical Task Force MOU, Hospital Preparedness Program MOU, and Business Associate Agreement for data sharing; Second by Commissioner Pack.

5 – Ayes, Motion Passes

15. Approve Employee Handbook.

Executive Director Johnson provides a report on current local PTO policies and requests provisional approval pending edits and legal review of Version 1 of the Employee Handbook. Discussion followed.

Motion: Commissioner Pack motioned to approve to adopt Version 1 of the employee handbook and exclude the PTO and holiday provisions outlined in the handbook; Second by Commissioner Young.

5 - Ayes, Motion Passes

16. Approve Assigned Vehicle policy.

Motion: Commissioner Green approved Assigned Vehicle policy as amended in discussion; Second by Commissioner Pack.

4 – Ayes, Motion Passes (Commissioner Stagner abstained)

17. Approve recommendation for a longevity pay plan for staff retention.

Executive Director Johnson presented a recommendation for longevity pay. The Board discussed and directed staff to bring back additional information at a future meeting

No action taken.

18. Approve mutual aid agreement template and authorize the Executive Director to enter into agreements with neighboring agencies.

Motion: Commissioner Pack moved to approve the mutual aid agreement template and authorize the Executive Director to enter into agreements with neighboring agencies, pending revisions from legal counsel; Second by Commissioner Stagner.

5 – Ayes, Motion Passes

19. Approve first responder agreement template and authorize the Executive Director to enter into agreements with participating agencies.

Motion: Commissioner Pack moved to approve first responder agreement template and authorize the Executive Director to enter into agreements with participating agencies, pending counsel approval; Second by Commissioner Stagner

5 – Ayes, Motion Passes

20. Approve Interlocal License Agreement with ESD 2 for temporary housing of a future ambulance and crew at Station 3 on FM 1441.

Motion: Commissioner Pack moved to approve the Interlocal License Agreement with ESD 2 for the temporary housing of a future ambulance and crew at Station 3 on FM 1441; Second by Commissioner Green.

5 – Ayes, Motion Passes

21. Approve construction delivery method for Jasper Road construction projects.

Motion: Commissioner Pack moved to approve the competitive sealed proposal for 1811 Jasper as recommended by Executive Director Johnson and legal counsel; Second by Commissioner Green.

5 – Ayes, Motion Passes

The Board adjourned to Executive Session at 11:36 AM under Texas Government Code Sections 551.071, 551.072 and 551.076 to receive legal advice and counsel regarding Agenda Item # 22. The Board reconvened in Regular Session at 12:20 PM. No action was taken in Executive Session.

The Board then took action under Item 22, below.

22. Approve potential real estate locations, purchases, interlocal agreements, or leases for EMS station(s).

Motion: Commissioner Green moved to approve the authorization for the real estate broker to proceed, as discussed in Executive Session; Second by Commissioner Simpson.

5 – Ayes, Motion Passes.

23. Approve submittal of annual Texas Special District Reporting to the Texas Comptroller.

Motion: Commissioner Simpson moved to approve and authorize the Executive Director to submit the annual Texas Special District Reporting to the Texas Comptroller; Second by Commissioner Stagner.

5 – Ayes, Motion Passes

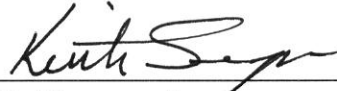
24. Receive General Counsel report, including, but not limited to, tax matters, pending contract issues, open records requests, and other legal issues, if any, and take action as needed.

No action taken.

25. Adjournment

Motion: Adjourn at 12:23 PM.

Approved:



Keith Simpson, Secretary
Board of Commissioners

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