

BASTROP COUNTY EMERGENCY SERVICES DISTRICT NO. 3

MINUTES

October 15, 2025

The Board of Commissioners of Bastrop County Emergency Services District No. 3 met in regular session, open to the public, at 9:00 A.M., on Wednesday, October 15, 2025, in the Bastrop County Emergency Services District 3 office, 627 B State Highway 71, Bastrop, Texas 78602, to discuss, consider, pass, or adopt the following items:

A. Call Meeting to Order. (Commissioner Green) 9:01 AM

Present were Commissioners Stagner, Simpson, Green, and Johnson. Commissioner Pack was absent. Also present were Executive Director Rodriguez, Legal Counsel Kelli Carlton and members of the public.

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

C. Public Comment: None

D. Public Comment on Agenda Items: None

The Board considered the agenda items in the following order:

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

7. Approve a proposal from the Texas County and District Retirement Systems as the District retirement program. (Commissioner Green)

Motion: Approve proposal from the Texas County and District Retirement Systems as the District retirement program with Plan 4, (7% Contribution, 250% Match, 8 – Year Vesting, Rule of 75, 30 Years at any Age) by Commissioner Green, Second by Commissioner Stagner.

3 – Ayes, Commissioner Johnson abstained – Motion Passes

E. Operations Reporting

1. Operations report from Acadian Ambulance;
 - a. Operational Metrics
Rusty Wood presented the Acadian report and addressed runs and timing.
 - b. Clinical Metrics
The Clinical Committee met and is a work in progress.
 - c. Community Events
Acadian participated in the National Nights Out; discussion followed regarding services provided by Acadian at no cost.
 - d. Discussion and possible action on the report provided
No action taken.
3. Bastrop County First Responders Report
Preston McGrew advised that no report would be provided for October. First responder dinner sponsored by Acadian is scheduled for October 28th.
2. Bastrop County ESD #3 Executive Director report - Ernesto Rodriguez;
 - a. Management Activities

b. Strategic Plan Presentation

Ernesto Rodriguez provided the report on strategic planning and provided background and projected costs of the contracted versus in-house services. He noted that up to two more ambulances are ultimately needed.

Mr. McGrew advised that he has updated Paycor with all information to be included and the system has been updated to allow onboarding of new employees.

At this time the Board returned to:

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

1. Approval of the Treasurer's report and the payment of invoices, advertising expenses, and reimbursements (Commissioner Pack)

Motion: Approve Treasurer's report and the payment of invoices, advertising expenses, and reimbursements by Commissioner Johnson, Second by Commissioner Stagner.

4 – Ayes – Motion Passes

2. Approval of payroll as a matter of routine business (Commissioner Pack)

See above for discussion regarding payroll system, Paycor. No further discussion. No action taken.

3. Approval of Revenue Transfer(s) (Commissioner Pack)

No Action Taken

4. Approval of 2nd Quarter 2025 Investment Report. (Commissioner Pack)

Motion: Approve 2nd Quarter 2025 Investment Report by Commissioner Stagner, Second by Commissioner Simpson.

4 – Ayes – Motion Passes

5. Approval of the FY 2024-25 encumbrances to be paid in FY 2025-26. (Commissioner Johnson and Pack)

Motion: Approve the FY 2024-25 encumbrances to be paid in FY 2025-26 by Commissioner Johnson, Second by Commissioner Green.

4 – Ayes – Motion Passes

6. Approve minutes from the following meetings (Commissioner Simpson):
 - a. September 17, 2025 (Regular Meeting)

Motion: Approve minutes from September 17, 2025 (Regular Meeting) as amended by Commissioner Green, Second by Commissioner Stagner.

4 – Ayes – Motion Passes

8. Authorize purchase of subscription to Bill.com for approval of District expenses. (Commissioner Green)

No Action Taken

9. Approve a resolution designating Ernesto Rodriguez as a purchasing agent for the District. (Commissioner Green)

Motion: Approve resolution designating Ernesto Rodriguez as a purchasing agent for the District by Commissioner Johnson, Second by Commissioner Simpson.

4 – Ayes – Motion Passes

10. Approve securing a bond for Ernesto Rodriguez as a designated purchasing agent. (Commissioner Green)

Motion: Approve securing a bond for Ernesto Rodriguez as a designated purchasing agent by Commissioner Green, Second by Commissioner Simpson.

4 – Ayes – Motion Passes

11. Discuss and consider action on potential options for first response capability and associated expenditures. (Commissioner Johnson)

- a. Supplies
- b. Insurance

Table Item

12. Authorize the purchase of a couch and side table for the office. (Commissioner Simpson)

Motion: Authorize the purchase of a couch, rug, coffee table, and side table for the office at an amount not exceed \$2,000 for by Commissioner Simpson, Second by Commissioner Green.

4 – Ayes – Motion Passes

13. Authorize the purchase of three additional ambulance chassis from Sames Ford utilizing the Texas Interlocal Purchasing System. (Commissioner Johnson).

Motion: Authorize the purchase of three additional ambulance chassis from Sames Ford utilizing the Texas Interlocal Purchasing System by Commissioner Johnson, Second by Commissioner Green.

4 – Ayes – Motion Passes

14. Authorize the purchase of three additional ambulance modules from Frazer utilizing HGAC-Buy pricing. (Commissioner Johnson).

Motion: Authorize the purchase of three additional ambulance modules from Frazer utilizing HGAC-Buy pricing by Commissioner Johnson, Second by Commissioner Green.

4 – Ayes – Motion Passes

15. Authorize the purchase of a 6-battery bank charger and additional batteries for Motorola radios. (Commissioner Johnson)

Motion: Authorize the purchase of a 6-battery bank charger and additional batteries for Motorola radios by Commissioner Johnson, Second by Commissioner Green.

4 – Ayes – Motion Passes

16. Approve District policies including. (Commissioner Green).

- a. PTO
- b. Purchasing
- c. District Purchased Food and Meals

Motion: Approve Paid Time Off (PTO), Purchasing, and District Purchased Food and Meals District Policies as amended and Resolution adopting these Policies by Commissioner Johnson, Second by Commissioner Stagner.

4 – Ayes – Motion Passes

21. Discuss required training hours for Commissioners.

No Action Taken

22. Discuss and consider action on attending the Annual SAFE-D Conference scheduled for January 29-31, 2026, at the Henry B. González Convention Center in San Antonio.

Motion: Register and attend the Annual SAFE-D Conference scheduled for January 29-31, 2026, at the Henry B. González Convention Center in San Antonio by Commissioner Simpson, Second by Commissioner Green.

Adjourn to Executive Session to discuss Items 17, 18, 19, 23 with Legal Counsel at 12:21 PM. Executive Session ended at 1:48 PM and the Board reconvened in Regular Session. No action was taken in Executive Session.

17. Consider action on the purchase of real property for a District office and logistics facility. (Commissioners Johnson and Pack)

Motion: Motion to accept the counteroffer from the City of Bastrop, set a closing date, and authorize Commissioner Green to execute closing documents by Commissioner Green, Second by Commissioner Stagner.

4 – Ayes – Motion Passes

18. Conduct a 30-day check-in with Executive Director Ernesto Rodriguez. (Commissioner Green)

No Action Taken

19. Discuss and consider action on the future design of the Bastrop County EMS System including District-operated EMS, contracted EMS and first response. (Commissioner Green)

Motion: Establish the future design of the Bastrop County EMS System with a District operated EMS System by Commissioner Stagner, Second by Commissioner Green.

4 – Ayes – Motion Passes

23. 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

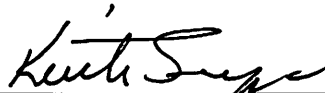
20. Discuss and consider action to add additional staff positions included in FY2025-26 budget, including Finance and Operations Director and Office Manager. (Commissioner Simpson)

Motion: Add additional staff positions included in FY2025-26 budget, including Finance and Operations Director and Office Manager by Commissioner Simpson, Second by Commissioner Stagner.

3 – Ayes – Commissioner Johnson abstained from discussion and voting and stepped out of the meeting room - Motion Passes

24. Adjournment **2:10 PM**

Approved November 19, 2025.



Keith Simpson, Secretary