

**MINUTES OF THE  
MONTGOMERY COUNTY EMERGENCY COMMUNICATION DISTRICT  
BOARD OF MANAGERS**

**REGULAR MEETING**

**March 24, 2021**

CALL TO ORDER  
CALL OF ROLL

PRESENT:                    Paul Virgadamo, President  
                                Robert Hudson, Vice President  
                                Ryan Gable, Secretary/Treasurer  
                                Jim Simon, Member  
                                Larry Foerster, Legal Counsel  
                                Mike McClosky, Ex-Officio Member  
                                Chip VanSteenberg, Executive Director

After a roll call by the Board President establishing a quorum was present, the meeting was called to order at 12:11 p.m. by President Virgadamo.

The meeting agenda, which was posted in accordance with the Texas Government Code, Chapter 551, was presented.

Agenda folders containing data relating to agenda items had been furnished to Board Members prior to the meeting of the Board.

Agenda items were considered by the Board. The action taken concerning such items is shown on the official Board Action Sheet attached hereto and made a part of these Minutes.

After all business properly brought before the Board had been considered, the Board Meeting adjourned.

*These minutes were approved at regularly scheduled board meeting on May 19, 2021.  
If needed, an official, signed copy may be obtained at the MCECD office.*

## **OFFICIAL MINUTES OF THE MCECD BOARD OF MANAGERS**

### **Public Comments**

No one requested to address the Board.

### **Agreement with Third Coast Bank for bank depository services**

Mr. Chip VanSteenberg, Executive Director, reported the district had engaged the services of Valley View Consulting to prepare a Request for Applications, RFA, for depository services, which was distributed to every bank with a retail branch in Montgomery County. Nine applications were received. Valley View performed a thorough analysis of each application and recommended three for further review and evaluation. The three were First Financial Bank, Texas First Bank and Third Coast Bank.

Mr. Tim Pinon, with Valley View Consulting, noted the applications were all very competitive for the current rate environment. Third Coast made an outstanding offer, a fixed rate of .60% on the deposits for all four years of the term.

**Constable Ryan Gable made the motion to approve Third Coast Bank as the district's depository bank and authorize the Board President and Executive Director to execute the necessary documents. Chief Robert Hudson seconded the motion. The motion carried with all in favor.**

### **Executive Director's report on 9-1-1 call volume and answering performance for the calendar year 2020**

Mr. VanSteenberg's report focused on the total system volume, annual 9-1-1 call volume comparison, text messages, answer time, and abandoned ring times. Additional statistics were provided for language translation services and GIS and addressing.

Mr. VanSteenberg noted the district is working with Mission Critical Partners, and they have recently been authorized to begin the staffing analysis portion of the evaluation. They will do a staffing analysis at the primary PSAPs.

**Item was discussion only; no action was taken.**

### **Executive Director's Report on Items of Community Interest for which no action will be taken**

Mr. VanSteenberg discussed the following items:

- Impacts of the winter storm: able to maintain power, no problems with equipment, was a water issue.
- District was experiencing an issue with calls dropping while being transferred, as high as 12%. Issue was troubleshoot for some time, and finally determined issue was with the AT&T tandem, they replaced defective conference port. Very proud of staff for realizing there was an issue and staying with it through resolution.
- HB2911 has been filed. This bill would allow 9-1-1 districts to set the fee for wireless service. The hearing is set for April 1, 2021, and Mr. VanSteenberg has been asked to testify.

**Item was discussion only; no action was taken.**

### **Closed Executive Session**

The Board of Managers met in closed Executive Session as authorized per the Texas Open Meetings Act, to consider personnel matters pursuant to Texas Government Code, Section 551.074, and real property matters pursuant to Texas Government Code, Section 551.072

The meeting adjourned to closed executive session at 12:54 p.m.

The open meeting was reconvened at 1:16 p.m.

**Take action, if needed, on personnel matters**

**Chief Robert Hudson made the motion increase the Executive Director's annual salary by 3.5%. Mr. Simon seconded the motion. The motion carried with all in favor.**

**Take action, if needed, on interlocal agreement with the Montgomery County Hospital District**

**Constable Ryan Gable made the motion to approve the interlocal agreement with the Montgomery County Hospital District. Mr. Simon seconded the motion. The motion carried with all in favor.**

**Consent Agenda**

**A motion was made by Mr. Simon, seconded by Constable Gable, to approve the Consent Agenda, Items 7 through 11. The motion carried with all in favor.**

The meeting adjourned at 1:18 p.m.