

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

REGULAR MEETING

May 19, 2021

CALL TO ORDER
CALL OF ROLL

PRESENT: Paul Virgadamo, President
Robert Hudson, Vice President
Richard Tramm, Member
Larry Foerster, Legal Counsel
Chip VanSteenberg, Executive Director

After a roll call by the Board President establishing a quorum was present, the meeting was called to order at 12:00 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 July 22, 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.

Annual Audit for Fiscal Year 2020 conducted by BrooksWatson PLLC

Mr. Jon Watson of BrooksWatson PLLC reviewed the financial statement for the fiscal year ended September 30, 2020. Mr. Watson noted the district received an unmodified opinion, the highest level of assurance.

Mr. Richard Tramm made the motion to approve the annual audit for fiscal year 2020 conducted by BrooksWatson PLLC. Chief Robert Hudson seconded the motion. The motion carried with all in favor.

Note: Mr. Paul Virgadamo was recused for this item.

Updating the Public Safety Answering Point Policy to designate the Conroe ISD Police Department as a secondary Public Safety Answering Point

Mr. VanSteenberg explained the district has a history of adopting a PSAP policy to officially designate which agencies are part of the MCECD regional 9-1-1 system. The adoption of the updated policy will designate the Conroe ISD Police Department as a secondary PSAP.

Chief Hudson made the motion to approve the updated Public Safety Answering Point Policy designating the Conroe ISD Police Department as a secondary PSAP. Mr. Tramm seconded the motion. The motion carried with all in favor.

Approving an Interlocal Agreement with Conroe ISD for 9-1-1 Call-taking

Mr. VanSteenberg noted the proposed interlocal agreement with Conroe ISD formalizes the PSAP status of the CISD Police Department and lists the expectations and requirements of each party. Generally, MCECD will provide the equipment and network connections to deliver 9-1-1 calls on 9-1-1 trunks. In exchange, CISD agrees to operate continuously, hire qualified telecommunicators, house our equipment with adequate protection, and provide MCECD staff with access.

Mr. Tramm made the motion to approve the interlocal agreement with Conroe ISD for 9-1-1 call-taking. Chief Hudson seconded the motion. The motion carried with all in favor.

Montgomery County Sheriff's Office request under the PSAP Improvement Program to use funds from the FY 2021 program for a recording system

Mr. VanSteenberg reviewed the Montgomery County Sheriff's Office request to use funds from the fiscal year 2021 program for an upgrade to their recording system. The upgrade will accommodate Next Generation 9-1-1 and add the ability to record SMS text messages, video and photo images. The total cost is \$13,254 to the PIPP will fund \$11,929 of the cost.

Chief Hudson made the motion to approve the Montgomery County Sheriff's Office request to use funds from the FY 2021 program for a recording system. Mr. Tramm seconded the motion. The motion carried with all in favor.

Discuss use of streaming technology for future board meetings

Mr. VanSteenberg stated he is requesting the board's input on the use of streaming technology for future meetings. With a focus on:

1. Should board meetings be live streamed?
2. Should public comments and questions be allowed from people watching on live stream?
3. Is there a preference for vendors and other presenters to appear in person?
4. If allowed by state law, will board members be allowed to attend and participate remotely?

Mr. Foerster stated he had not heard of any legislation impacting this matter. Perhaps it should be deferred to the next meeting. The members concurred.

Discussion only, no action taken.

Discuss preliminary budget outlook for Fiscal Year 2022

Mr. VanSteenberg reviewed the district's revenue history during the twenty years from FY 2000 to FY 2020.

Discussion only, no action taken.

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

Mr. VanSteenberg discussed the following items:

- HB 2911, the 9-1-1 Alliance has been working on this for about three years, a plan to allow districts and COGs to set their wireless rate up to \$1.25. Chairman James White of the Public Safety Committee in the House backed the bill. Bill passed the house and the senate with a maximum of \$0.75. However, the governor's office does not support it, but would give monies from the federal COVID-19 funds, then come back in two years.
- The staffing study is underway at the primary PSAPs.
- The land purchase's tri-party agreement, all obligations have been transferred to Dr. Buck. We will begin working with Dr. Buck, planning the joint development of the properties.
- Training and Public Education programs are picking back up with in-person events.
- Contingency testing is going on now, each PSAP goes through their back-up plans, testing fail-overs and back-up centers.
- GIS department is working with the PSAPs to improve the CAD data.

Discussion only, no action taken.

Consent Agenda

A motion was made by Mr. Tramm, seconded by Chief Hudson, to approve the Consent Agenda in its entirety, Items 8 through 12. The motion carried with all in favor.

The meeting adjourned at 12:27 p.m.



Montgomery County Emergency Communication District
Post Office Box 1830, Conroe Texas 77305-1830
Phone: (936) 523-5911 / Fax: (936) 539-9111

DOC# 21-0711

POSTED

05/14/2021 10:35AM

NOTICE OF REGULAR MEETING

May 19, 2021

Delby Curry
MARK TURNBULL, COUNTY CLERK
MONTGOMERY COUNTY, TEXAS

Notice is hereby given to all interested members of the public, of a meeting of the Board of Managers of the above styled District, at **12:00 p.m., Wednesday, May 19, 2021**, at the **MCECD 9-1-1 Boardroom, 150 Hilbig Road, Conroe, Texas**. The purpose of the meeting is as follows.

Open Meeting

Public Comments. Please sign in and limit comments to three (3) minutes

1. Consider and take action on Annual Audit for Fiscal Year 2019 conducted by BrooksWatson PLLC
2. Consider and take action updating the Public Safety Answering Point Policy to designate the Conroe ISD Police Department as a secondary Public Safety Answering Point
3. Consider and take action on approving an interlocal agreement with Conroe ISD for 9-1-1 Call Taking
4. Consider and take action on approving the Montgomery County Sheriff's Office request under the PSAP Improvement Program to use funds from the FY 2021 program for a recording system
5. Discuss use of streaming technology for future board meetings
6. Discuss preliminary budget outlook for Fiscal Year 2022
7. Executive Director's report on Items of community Interest for which no action will be taken

Consent Agenda

8. Approval of meeting minutes for March 24, 2021
9. Ratify the accounts payable for the months of March and April 2020
10. Approval of monthly financial statements for the periods ending March 31, 2021
11. Approval of quarterly financial statements for the period ending March 31, 2021
12. Adjourn meeting

Larry L. VanSteenberg, Executive Director

Parking is available in front of the Law Enforcement Center. Please go to the Information Booth in the Center's main lobby and inform the attendant you are here for the 9-1-1 Board Meeting. You will be met at the access gate near the flagpoles. You may also call (936) 523-5911 from the gate located on Hilbig Road. The gate will be opened via remote.

The Montgomery County Emergency Communication District reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney); 551.072 (Deliberations about Real Property); 551.073 (Deliberations about Gifts and Donations); 551.074 (Confidential Matters); 551.075 (Deliberations about Intergovernmental Relations); and 551.077 (Confidentiality)