

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

REGULAR MEETING

November 16, 2022

CALL TO ORDER
CALL OF ROLL

PRESENT: Paul Virgadamo, President
Ryan Gable, Secretary/Treasurer
James Simon, Member
Doug Adams, Member
Kathie Reyer, Member
Mike McClosky, Ex-officio Member
Larry Foerster, Legal Counsel
Chip VanSteenberg, Executive Director

After a roll call by the Board Secretary/Treasurer establishing a quorum was present, the meeting was called to order at 12:00 p.m. by President Paul 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 January 18, 2023.
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.

Mr. Virgadamo noted item 6 of the agenda, administer sworn statement and oath of office, would be taken first.

Administer Sworn Statement and Oath of Office

Mr. Chip VanSteenberg, Executive Director, stated the sworn statement and oath of office would be administered to Ms. Kathie Reyer.

Ms. Terri Gill administered the sworn statement and oath to Ms. Katie Reyer.

No action was taken.

Consent Agenda

A motion was made by Constable Ryan Gable, seconded by Mr. James Simon, to approve the Consent Agenda in its entirety, items 1 through 5. The motion carried with all in favor.

Election of Officers

Mr. VanSteenberg noted the current slate of officers is Paul Virgadamo as President, Vice President is vacant, and Ryan Gable as Secretary/Treasurer.

Mr. Virgadamo noted the action item and requested a motion.

A motion was made by Mr. Simon, seconded by Constable Gable, to elect as officers, Paul Virgadamo as President, Kathie Reyer as Vice President, Ryan Gable as Secretary/Treasurer . The motion carried with all in favor.

Adopting a Resolution for the PSAP Participation Program for FY2023

Mr. VanSteenberg explained in 2021, the board modified the PSAP Improvement Program to add an alternate method of undertaking a project. Prior to modification, a PSAP agency applied for project approval, managed the project, and paid for it before requesting reimbursement from the District. Each PSAP was eligible to receive up to \$125,000 per year. Over time, the agencies have had difficulty identifying projects and coordinating approvals for their own agencies.

The modification provides an alternate method to identify, manage, and pay for a project which was labeled “direct funding.” Under this method, all agencies collaborate to identify projects which benefit two or more PSAPs or benefit the district and at least one PSAP. One of the agencies, possibly even the District, manages the project which the district pays for directly. Match requirements are approved on a case-by-case basis.

The recommendation is to continue the modified program, and to also designate half of the budgeted funds as available for direct funding projects and the other half set aside for individual PSAPs. The budgeted amount for this

fiscal year is \$500,000.

Mr. Virgadamo noted the action item and requested a motion.

Constable Gable made the motion to adopt the resolution for the PSAP Improvement Program. Deputy Chief Doug Adams seconded the motion. The motion carried with all in favor.

The Montgomery County Hospital District's request under the PSAP Improvement Program to reimburse for installation of a monopole at the Conroe Police Department

Mr. VanSteenberg stated the Montgomery County Hospital District has withdrawn the request.

No action was taken.

Resolution on the annual review and approval of the District's Investment Policy and other matters

Mr. VanSteenberg stated the Public Funds Investment Act requires all local governments to review their investment policies annually and adopt a resolution specifying any changes mad. The act further requires local governments to annually adopt a list of qualified brokers authorized to engage in investment activities with the local government.

The recommendation is for the board to approve the resolution affirming that it has reviewed the District's investment policy and investment strategy, approving qualified brokers and appointing a safekeeping institution as presented. Mr. VanSteenberg noted there are no changes recommended to the investment policy.

Mr. Virgadamo noted the action item and requested a motion.

Constable Gable made the motion to approve the resolution on the annual review of the district's investment policy and other matters. Mr. Simon seconded the motion. The motion carried with all in favor.

Board Meeting Dates and Holidays for 2023

Mr. VanSteenberg noted the schedule includes two exceptions: moving the March meeting back one week to avoid conflicts with spring break, and to move the November meeting forward to avoid conflict with Thanksgiving.

Mr. Virgadamo noted the action item and requested a motion.

Constable Gable made the motion to adopt the meeting and holiday schedule as presented. Deputy Chief Adams seconded the motion. The motion carried with all in favor.

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

Mr. VanSteenberg discussed the following items:

- Call Summary Report for the month of October
- NG9-1-1 Grant Funds, the district's application has been submitted, a special meeting may be required in December for the contract approval
- NG9-1-1 Request for Proposals, releasing soon, and due prior to the end of the year, with a contract recommendation at the January meeting
- Working on CAD data sharing solutions and mapping solutions

- South Montgomery County Fire Department is setting up a new mobile command center, and we have the opportunity to make this a place where 9-1-1 calls could be answered in an emergency
- Panic Button, all six school districts have indicated their willingness to participate in this program, and we are planning the deployment
- Legislative Session, the districts are again proposing an increase to the 9-1-1 wireless fee
- Generator (existing), the part has arrived, and will be installed tomorrow
- Generator (new), the district was able to save about \$24,000, and have ordered the Cummins, no parallel for the remote diagnostics and monitoring

Discussion only, no action taken.

Mr. Virgadamo requested a motion to adjourn.

A motion was made by Constable Gable, seconded by Mr. Simon, to adjourn the meeting. The motion carried with all in favor.

The meeting was adjourned at 12:29 p.m.