

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

REGULAR MEETING

March 29, 2023

CALL TO ORDER
CALL OF ROLL

PRESENT: Paul Virgadamo, President
 Kathie Reyer, Vice President
 James Simon, Member
 Doug Adams, Member
 Mike McClosky, Ex-officio 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 a specially scheduled board meeting on June 27, 2023.
If needed, an official, signed copy may be obtained at the MCECD office.*

OFFICIAL MINUTES OF THE MCECD BOARD OF MANAGERS

Public Comments

One citizen requested to address the Board.

Chief Brian Edwards addressed the Board regarding his concerns stemming from the county-wide exercise on December 15, 2022.

Consent Agenda

A motion was made by Mr. James Simon, seconded by Deputy Chief Doug Adams, to approve the Consent Agenda in its entirety, items 1 through 4. The motion carried with all in favor.

Contract with Motorola Solutions Connectivity Inc for Next Generation and ESI Net Services

Mr. Chip VanSteenberg, Executive Director, reported at the January meeting the Board had authorized the staff to negotiate a contract with Motorola for ESInet and Next Generation 9-1-1 Core Services in the amount of \$3,858,459.62. The amount was based on the cost for five years of service as calculated on a spreadsheet provided by Mission Critical Partners (MCP), a consulting firm hired to assist with the procurement. However, the proposed contract is higher than the calculation.

The project includes non-recurring costs (NRC) that are due in stages while the system is being designed, configured, and installed. This process will take 9-12 months. Once the core services are operating and processing 9-1-1 calls, the district will begin paying the monthly recurring costs (MRC). MCP's spreadsheet calculated the cost for the first 60 months after the contract is signed, which includes the NRC and about 52 months of MRC. The contract, however, is for the NRC and 60 months of MRC, which is a higher amount. There is no change to Motorola's quote. The difference is in counting how many months of service are included. The method used in the contract is the typical procurement method used by the District for 9-1-1 equipment.

The actual contract amount is \$4,294,005.80, which is \$435,546.18 more than the board authorized in January.

Staff recommend approving the contract with Motorola Solutions Connectivity, Inc for Next Generation 9-1-1 and ESInet Services in the amount of \$4,294,005.80.

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

Deputy Chief Adams made the motion to approve the contract with Motorola Solutions Connectivity Inc in the amount of \$4,294,005.80. Mr. Simon seconded the motion. The motion carried with all in favor.

Extending the term of the depository services contract with Third Coast Bank SSB to September 30, 2023

Mr. VanSteenberg stated the original term for the depository services contract with Third Coast Bank SSB expires on June 30, 2023. The district has the option to extend the contract for two more years. The staff, however, recommends allowing the contract to expire and issuing a Request for Applications to banks in the area. Due to the length of time it takes to procure new depository services, staff recommend extending the existing contract an additional three months.

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

Mr. Simon made the motion to extend the existing depository services contract for three months. Ms. Kathie Reyer seconded motion. The motion carried with all in favor.

Amending the benefit waiting period with Texas Municipal League Health Benefit Pool (TML HBP)

Mr. VanSteenberg explained the Texas Municipal League Health Benefits Pool (TML HBP) recently informed the district has the option to amend the benefit waiting period. The district policy is currently 90 days. The district may choose to allow coverage to begin upon hiring, after 30 days, or after 60 days.

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

Deputy Chief Adams made the motion to amend the waiting period to be effective on the first day of the month following a new employee's start date. Ms. Kathie Reyer seconded the motion.

The motion carried with all in favor.

Outlook and Parameters of the Budget for Fiscal Year 2023

Mr. VanSteenberg discussed the forecast for revenues and expenditures and discussed relevant issues.

- Wireless 9-1-1 Service Fees, interest income, decrease of landline fees
- Expenses related to Next Generation 9-1-1, the new contract with Motorola Solutions Connectivity Inc
- How 9-1-1 in Montgomery County will operate in the future

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:

- Grant funds
- Next Generation 9-1-1 procurement
- Land purchase, and sale of parcel to the Montgomery County Hospital District
- Planning Session
- Panic Button roll-out

Discussion only, no action taken.

Closed Executive Session

The Board may meet 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 possible lease of real property pursuant to Texas Government Code, Section 551.072

The meeting adjourned to closed executive session at 12:31 p.m.

- a. Land lease with Montgomery County for proposed parking lot

The open meeting was reconvened at 12:38 p.m.

Reconvene into open session to consider and take action, if necessary

- a. Take action, if needed, on land lease with Montgomery County for proposed parking lot

A. Take action, if needed, on land lease with Montgomery County for proposed parking lot

No action was taken.

The meeting adjourned at 12:39 p.m.