

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

REGULAR MEETING

March 9, 2022

CALL TO ORDER
CALL OF ROLL

PRESENT: Paul Virgadamo, President
 Richard Tramm, Member
 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 12:04 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 18, 2022.
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.

Acknowledge the Appointment of Chief Doug Adams

Mr. Chip VanSteenberg, Executive Director, stated Chief Doug Adams was appointed to serve out the remainder of Chief Robert Hudson's term which ends September 30, 2023.

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

Mr. Richard Tramm made the motion to acknowledge the appointment of Chief Doug Adams to the term ending September 30, 2023. Mr. James Simon seconded motion. The motion carried with all in favor.

Discuss the availability and use of grant funding for transition to Next Generation 9-1-1 from the American Rescue Plan Act as allocated to the State of Texas

Mr. VanSteenberg reported on the \$16 billion given to the State of Texas by the federal government in the American Rescue Plan Act. The legislature allocated \$150 million of that money to the local 9-1-1 authorities to use for acquiring Next Generation 9-1-1 technology and services. Approximately \$101 million of that amount has been reserved for the Texas 9-1-1 Alliance which is made up of the 27 emergency communication districts like MCECD.

The Commission on State Emergency Communications (CSEC) was charged with administering the grant program and distributing the funds. CSEC is in the process of developing the program guidelines and the contracts that will be required. The period for reimbursement of eligible grant expenditures is from November 2021 to December 2024.

Discussion only, no action taken.

Addendum to the MCECD Purchasing Policy to govern purchases made with proceeds from state and federal funds

Mr. VanSteenberg reported the district has an opportunity to apply for a grant offered by the state to help transition to Next Generation 9-1-1 (NG911). The money to fund the grant comes from the American Rescue Plan Act adopted by the U.S. Congress. Since the funds are coming from the federal government, all spending and purchasing must meet federal requirements.

The proposed addendum to the district's purchasing policy will accommodate purchases made with federal funds and will be followed when making purchases under the grant program.

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

Mr. Simon made the motion to approve the addendum to the MCECD purchasing policy. Mr. Tramm seconded motion. The motion carried with all in favor.

Discuss potential changes to the interlocal agreements for 9-1-1 call taking services with Montgomery County and the City of Conroe

Mr. VanSteenberg stated the district has interlocal agreements with Montgomery County and with the City of Conroe for 9-1-1 call-taking services. The agreements, originally negotiated in 2005, designated the Conroe Police Department the primary PSAP for calls originating within the city limits and named the Montgomery County Sheriff's Office the primary PSAP for the rest of Montgomery County. In exchange for taking on this responsibility, the district provides compensation for a set number of 9-1-1 telecommunicators (TCs): eighteen for MCSO and five for CPD. The number of staffing positions reimbursed by MCECD has not changed in over fifteen years.

MCECD commissioned a staffing study for the primary PSAPs from Mission Critical Partners in 2021. MCP concluded additional staffing is needed at both PSAPs based on current and projected call volume. The district believes this provides a good opportunity to renegotiate the interlocal agreements and update them to address current needs and conditions. The goals of the renegotiation are to simplify the payment process, improve 9-1-1 call answering, and promote operational efficiency with the PSAPs.

Discussion only, no action taken.

Discuss the outlook and parameters of the budget for Fiscal Year 2023

Mr. VanSteenberg reviewed the district's current fiscal environment, the budget process, and the budget calendar.

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:

- The GIS group has assigned over 3900 address points in the first part of this calendar year, with 3400 last year and 2100 the year before (2020).
- Junior First Responders Camp is scheduled for the third week in June

Discussion only, no action taken.

Closed Executive Session

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

- A. Land Lease with Montgomery County for proposed parking lot
- B. Sale of property to the Montgomery County Hospital District

The meeting adjourned to closed executive session at 12:47 p.m.

The open meeting was reconvened at 1:04 p.m.

Take action, if needed, on real property matters

- A. Take action, if needed, on land lease with Montgomery County for proposed parking lot
- B. Take action, if needed, on sale of real property

No action was taken.

Consent Agenda

A motion was made by Mr. Simon, seconded by Mr. Tramm, to approve the Consent Agenda in its entirety, items 9 through 13. The motion carried with all in favor.

The meeting adjourned at 1:04 p.m.