

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

REGULAR MEETING

May 20, 2020

CALL TO ORDER
CALL OF ROLL

PRESENT: Paul Virgadamo, President
 Robert Hudson, Vice President
 Ryan Gable, Secretary
 James Simon, 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 12:01 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 August 3, 2020.
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 2019 Conducted by BrooksWatson PLLC

Mr. VanSteenberg introduced Mr. Jon Watson with BrooksWatson PLLC. Mr. Watson reviewed the financial report, noting the district had received an unqualified opinion that the statements are presented fairly.

Vice President Robert Hudson made the motion to approve the annual audit for Fiscal Year 2019. Mr. James Simon seconded the motion. The motion carried with all in favor.

Exercise an Option to Extend the Depository Bank Services Agreement with First Financial Bank for One Year

Mr. VanSteenberg explained the initial term of the contract was for two years and ended on June 30, 2018. The agreement included the ability to extend the original term for three one-year terms.

Mr. Simon made the motion to approve the option to extend the bank services agreement with First Financial Bank for one year. Vice President Hudson seconded the motion. The motion carried with all in favor.

Discussion of Preliminary Budget for Fiscal Year 2021

Mr. VanSteenberg reviewed the district's revenue and expenditures for the prior twenty years, as well as the preliminary budget proposal for fiscal year 2021.

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:

- The district has adjusted some office procedures related to COVID-19, doing what we can to protect not only district staff but also the staff of the Sheriff's Office on the second floor
- The VESTA upgrade is in progress, the software has been updated, staff are updating the workstations, and the servers will be updated later this summer
- The district has had to cancel some items, the junior first responder camp, meeting and business related travel

Item was discussion only; no action was taken.

Consent Agenda

A motion was made by Vice President Hudson, seconded by Mr. Simon to approve the Consent Agenda, Items 5 through 9. The motion carried with all in favor.

The meeting adjourned at 12:32 p.m.



DOC# 20-0801
 POSTED
 MONTGOMERY COUNTY CLERK
 MONTGOMERY COUNTY, TEXAS
 Montgomery County Emergency Communication District
 Post Office Box 1830, Conroe Texas 77305-1830
 Phone: (936) 523-5911 / Fax: (936) 539-9111

NOTICE OF REGULAR MEETING

May 20, 2020

SUPPLEMENTAL NOTICE TEMPORARY SUSPENSION OF CERTAIN PROVISIONS OF THE TEXAS OPEN MEETINGS ACT

The Attorney General of Texas has issued guidelines for the temporary suspension of certain portions of the Texas Open Meetings Act in order to avoid congregating settings during the Covid-19 pandemic.

As a result, persons wishing to attend the meeting may do so via a toll-free telephone number or a videoconference. Members of the Board of Managers will be able to participate in the meeting either telephonically or by video conference.

Instructions on accessing the meeting are as follows:

To attend via telephone call dial one of the numbers below then enter the access code 192-777-181 when prompted:

United States (Toll Free): 1 866 899 4679,

United States: +1 (646) 749-3117

The videoconference can be accessed via the internet at
<https://global.gotomeeting.com/join/192777181>, Access Code: 192-777-181

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 20, 2020**, 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 to exercise an option to extend the depository bank services agreement with First Financial Bank for one year - approval of additional (4th) extension to 2021
3. Discussion of preliminary budget for Fiscal Year 2021
4. Executive Director's report on items of community interest for which no action will be taken


Consent Agenda

5. Approval of meeting minutes for March 18, 2020

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 (Personnel Matters); 551.076 (Deliberations about Security Devices); and 551.087 (Economic Development).

6. Ratify the accounts payable for the months of March and April 2020
7. Approval of monthly financial statements for the periods ending January 31, February 29, 2020 and March 31, 2020
8. Approval of quarterly financial statements for the period ending March 31, 2020
9. Adjourn meeting



Larry L. VanSteenberg, Executive Director

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