

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

REGULAR MEETING

September 16, 2020

CALL TO ORDER
CALL OF ROLL

PRESENT: Paul Virgadamo, President
Robert Hudson, Vice President
Ryan Gable, Secretary
James Simon, Member
Richard Tramm, Member
Larry Foerster, Legal Counsel
Mike McClosky, Ex-Officio Member
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 November 18, 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.

Reappointments of Mr. Richard Tramm by the Cities of Montgomery County, Constable Ryan Gable by the Montgomery County Commissioners Court, and Mr. Mike McClosky by the Primary Service Provider

Mr. VanSteenberg made the recommendation that the appointments be acknowledged and entered into the record.

Mr. James Simon made the motion to acknowledge the reappointments of Mr. Richard Tramm, Constable Ryan Gable and Mr. Mike McClosky. Chief Robert Hudson seconded the motion. The motion carried with all in favor.

Sworn Statement and Oath of Office

Mr. VanSteenberg noted Ms. Terri Gill would administer the Sworn Statement and Oath of Office to the reappointed members.

No action was taken.

Election of Officers

Mr. VanSteenberg explained the Board policy adopted in March 2007 calls for a president, vice president, treasurer and secretary, noting that treasurer and secretary may be combined onto one. The position of Treasurer is currently vacant.

Mr. Simon made the motion to continue with the current slate of officers, combining the Treasurer and Secretary into one. Chief Hudson seconded the motion. The motion carried with all in favor.

- **President, Paul Virgadamo**
- **Vice President, Robert Hudson**
- **Treasurer/Secretary, Ryan Gable**

Adopting the Fiscal Year 2021 Proposed Budget

Mr. VanSteenberg reported the board took the first step on June 22, 2020 adopting a proposed budget. The county approved the budget, and the district has been notified of approval by six of the 14 cities. Other cities may have acted on the budget but not yet notified the district. No city has given notice that it did not approve the budget.

Chief Robert Hudson made the motion to approve the proposed budget for fiscal year 2021. Constable Ryan Gable seconded the motion. The motion carried with all in favor.

Texas County and District Retirement System (TCDRS) Plan Year 2021

Mr. VanSteenberg reviewed the annual plan decisions, recommending the Board adopt a 70% CPI-based COLA, and a total contribution rate of 19.78%.

Constable Gable made the motion to approve the Plan Year 2021 changes as recommended, a 70% CPI-based COLA, and a minimum contribution rate of 19.78%. Mr. Richard Tramm seconded the motion. The motion carried with all in favor.

Compensation Policy for Fiscal Year 2021

Mr. VanSteenberg recommended the board adopt the same percentage of pay increase as for the last fiscal year, less than 3 – 0%, 3.0 to 3.4 – 2.5%, 3.5 – 3.9 – 3%, and 4.0 or higher – 3.5%, and adjust the pay scale to keep compensation in line with changes in the labor market.

Mr. Simon made the motion to approve the compensation policy for fiscal year 2020. Chief Hudson seconded the motion. The motion carried with all in favor.

Renewal Agreement with Rave Mobile Safety for Rave Alert and Smart911 for the term October 1, 2020 to September 30, 2021

Mr. VanSteenberg stated the district contracted with Rave Mobile Safety in October 2015 for two of their products: Smart911 and Rave Alert. The cost to renew for FY 2021 is the same as the current year - \$121,750.

Constable Gable made the motion to approve the renewal agreement with Rave Mobile Safety for Rave Alert and Smart911 for the term October 1, 2020 to September 30, 2021. Chief Hudson seconded the motion. The motion carried with all in favor.

Ballot for the Board of Trustees of the Texas Municipal League Intergovernmental Risk Pool

Mr. VanSteenberg stated the district is a member of the TML IRP, and as such, may submit nominations for the Board of Trustees.

The incumbents for the TML IRP Board of Trustees are:

- Place 1, Robert T. Herrera, City Manager for the City of Cibolo
- Place 2, John W. (Buzz) Fullen, Mayor of the City of Henderson
- Place 3, Jeffrey Snyder, City Manager for the City of Plainview
- Place 4, Robert S. Hauck, City Manager for the City of Tomball

Mr. Simon made the motion to nominate the incumbent in each of the four positions up for election this year. Constable Ryan Gable seconded the motion. The motion carried with all in favor.

Discussion of Public Safety Answering Point Assessment and County Plan as prepared by Mission Critical Partners

Mr. VanSteenberg introduced Ms. Sherri Griffith Powell of Mission Critical Partners. Mr. VanSteenberg

and Ms. Powell led a discussion of the final report produced by Mission Critical Partners.

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 Vesta 7 upgrade is complete. All the servers and workstations have been replaced. Everything is running well. Kudos to our IT department and to every PSAP for their cooperation getting this done during the pandemic. We still have routers and switches we will change out, which are ordered and should be here soon.
- We recently rescinded some of the COVID-19 restrictions in the 9-1-1 facility.
- The Texas NENA Board recently gave out some awards recently, and two of the recipients are here today:
 - Ms. Sarah Cottar, recognized as the Operations Professional of the Year
 - Ms. Andrea Wilson was recognized with the President's Award for her service above and beyond

Item was discussion only; no action was taken.

Closed Executive Session

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

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

The open meeting reconvened at 1:46 p.m.

Upon reconvening the open session, Constable Gable made the motion to authorize the Executive Director, Mr. Chip VanSteenberg and Legal Counsel, Mr. Larry Foerster to negotiate the purchase of acreage. Chief Hudson seconded the motion. The motion carried with all in favor.

Consent Agenda

A motion was made by Mr. Simon, seconded by Constable Gable to approve the Consent Agenda, Items 13 through 16. The motion carried with all in favor.

The meeting adjourned at 1:48 p.m.