

THE STATE OF TEXAS           §  
  §  
COUNTY OF CAMERON           §

**CAMERON COUNTY EMERGENCY**  
**COMMUNICATION DISTRICT BOARD MEETING MINUTES**  
**May 19, 2021**

The Board of Managers of the Cameron County Emergency Communication District (CCECD) met according to posted agenda, via Zoom, which meeting identification number and passcode was provided to Board Members and the public. The Zoom Video Conference was managed by Cameron County Emergency Communication (9-1-1) District (CCECD) Building Board Room, located at 501 Camelot Drive, Harlingen, Texas, at 10:00 A.M., for a Meeting of the Board of Managers, on Wednesday, May 19, 2021.

**Present:**

Board Members: Mario Prado (President),  
Video Conference: Bill Aston (Vice-President), Henry Etheridge, Robert Gracia and Gabriel Moreno  
Board Members Absent: Sam Ortega  
Directors: S. Barajas, and J. Davila  
Corporate Counsel: Juan M. Pequeno, Jr. (Video Conference)  
Others: A. Chavez, A. Garrido, and J. Garcia (CCECD- Video Conference); Hector Chapa, Manny Cruz, and Randall Snyder from Lower Rio Grande Valley Development Council.

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Pursuant to the Texas Open Meetings Act, codified as Tex. Gov’t Code Ann. §§ 551.002 (Open Meetings Requirements) (Vernon 2017) (“Every regular, special, or called meeting of a governmental body shall be open to the public, except as provided by this chapter”).

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Item 1.           Call to order (Pledge of Allegiance)  
Call to order by Mr. Prado at 10:04 A.M. to open the meeting. Mr. Prado informed attendees that on March 16, 2020, the Governor and Attorney General Paxton temporarily suspended and extended open meeting laws to allow telephonic and videoconference meeting due to the Coronavirus (Covid-19). CCECD meet all requirements of the open meeting laws. Thereafter, the Board went to Item 2.

Item 2.           Establishment of a Quorum.  
After confirmation of a voting quorum (4 of 5 quorum) by Ms. Barajas though members of the board are not gathered in a central location and confirmation was attained by attendance through video conference. Mr. Pequeno confirmed that

neither action nor motion was necessary. Thereafter, the Board went to Item 3.

- Item 3.           Public Comment.  
Mario Prado, Board President opened public comment on any agenda item to anyone attending the meeting by telephone conference call. After a brief time and with no attendees and no comments made and confirmation was made that there were no other attendees on the video conference, Mr. Prado closed public comment section. Motion made by Mr. Aston to close public comment. Seconded by Mr. Prado. The motion carried unanimously.
- Item 4.           Approval of April 21, 2021 Regular Board Meeting Minutes (as written). Signature obtained from Mr. Prado, President, and document to be forwarded to Gabriel Moreno, Secretary, for the same purpose. Motion made by Mr. Aston to approve the said Regular Board Meeting Minutes. Seconded by Mr. Etheridge. The motions carried unanimously.
- Item 5.           Approval of Bills (& Cash Flow)  
Mrs. Barajas presented the May 2021 Expense Report pertaining to regular monthly bills, after discussion by Board. Motion made by Mr. Prado to approve the said bills (& cash flow). Seconded by Mr. Etheridge. The motion carried unanimously.
- Item 6.           Financial Report (& Banking Report)  
Ms. Barajas provided an update on financial banking and investment reports. Motion made by Mr. Aston to acknowledge the financial report as presented. Seconded by Mr. Etheridge. The motion carried unanimously. (The amounts of these reports were presented at the CCECD Board Meeting as with previous meetings.)
- Item 7.           Director's Report  
Motion made by Mr. Prado to acknowledge and approve the said Director's Report as presented by Mrs. Barajas, which included no major system problems reported by PSAPs. Attended on May 5th, the Texas Alliance Director's Meeting by Zoom conference which included discussion on HB2911 and to reach out to legislatures the importance to 9-1-1. HB2911 passed the House, will be heard on May 18<sup>th</sup> at the Senate and Committee on Business & Commerce. On May 12<sup>th</sup>, James Harris, Emergency Management Coordinator, City of Primera, Texas called to discuss adding a PSAP with the increase of population. The district would research the request with 9-1-1 wireless call study, number of landline calls, and cell tower 9-1-1 activities. Reached out for criteria on adding more PSAPS from the other districts. San Antonio district currently has a policy. CSEC's requirement includes an average/minimum of 25 calls per day, a total of 9,000 calls a year. A written acknowledgement from their governing body to have an adequate facility, licensed telecommunicators/personnel to operate a PSAP. On May 12<sup>th</sup>, met with Randall Snyder, Director and Hector Chapa, Assistance Director from the LRGVDC

regarding their status of becoming a district on August 31, 2021. They will be restructuring their district and asking CCECD for financial assistance. Ms. Barajas communicated with legal counsel the request from City of Primera and LRGVDC. Ms. Barajas also reached out to Texas 9-1-1 Alliance president and legal counsel for the districts. Safety measures (disinfecting) continue every day in our building. This concludes the Director's Report. Also the Building Report as presented by Mr. Davila which included UPS pending repair, smaller diesel generator (water pump), and one air conditioner need repairs, the GIS Report was presented by Alfonso Garrido (GIS Department), and the Public Education/Training Report was presented by Jose Garcia. Seconded by Mr. Gracia. The motion carried unanimously.

Item 8. AT&T Report

Mr. Moreno mentioned the techs will be preparing the laptops for hurricane season. Reported EMS transfer switch cable issue was repaired last Friday. Motion made by Mr. Aston to acknowledge the AT&T Report. Seconded by Mr. Prado. The motion carried unanimously.

Item 9. Board Committee Report

Mr. Prado made a motion to table the Board Committee Report since there was no report available. Seconded by Mr. Etheridge. The motion carried unanimously.

Item 10. Legal Counsel Report

Mr. Pequeno stated that the board meetings are being held in accordance with the disaster declaration, where the governor update did relax, extend, and allow the use of telephone conferencing in substitute of in-person meeting. That will remain in effect until further notice. Mr. Pequeno is looking into City of Primera's request to add a PSAP additional information will be forthcoming to the district. With that being said, Mr. Pequeno confirmed continuation of research. A motion and acknowledgment of the legal counsel's report was made by Mr. Aston. Seconded by Mr. Etheridge. The motion carried unanimously.

Item 11. Consideration and Approval to buy thirteen (13) laptops for our PSAPs. After a brief discussion on the importance of having laptops during the pandemic and their effectiveness. Currently the district owns 13 laptops. Legal counsel stated the additional 13 laptops will be the property of CCECD, therefore the consideration and approval on this item is requested from all board members. A motion for approval to purchase 13 additional laptops was made by Mr. Etheridge. Seconded by Mr. Aston. The motion carried unanimously.

Item 12. Consideration and Approval to go out for bids to expand the CCECD building. Mr. Davila presented a brief detail of the expansion of the building to include adding 4 additional PSAP training sites to accommodate larger PSAPs and/or 2 smaller PSAPs, larger storage room, IT room and CCECD serve as a host site. A motion for approval to go out for bid for expansion of the CCECD building was made by

Mr. Aston. Seconded by Mr. Gracia. The motion carried unanimously.

Item 13. Consideration and Approval to add 4 Training positions at CCECD building. After a brief discussion, regarding additional training positions and availability to accommodate PSAPs/dispatchers in case of an emergency. A motion was made by Mr. Etheridge for approval of the addition of 4 training positions. Seconded by Mr. Prado. The motion carried unanimously.

Item 14. Consideration and Approval of proposed policy regarding call of meeting, calling of special and emergency meetings, and placing items on the agenda from Cameron County 911 Emergency District. The proposed policy was presented to the board by legal counsel which included implementation and explanation of statutory compliance. A motion to approve and implement the policy was made by Mr. Aston. Seconded by Mr. Etheridge. The motion carried unanimously.

Item 15. Closed Meeting for Discussion of Any Item on the Agenda as may be permitted by Subchapter D of Chapter 551.071 of the Texas Government Code. No item met this criteria.

Item 16. Adjournment.  
At 11:50 A.M., a motion was made by Mr. Gracia to adjourn this meeting. Seconded by Mr. Etheridge. The motion carried unanimously.

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Approved this 16<sup>th</sup> day of June, 2021.

Approved: Mario M. Prado  
Mario M. Prado, President of the Board of Managers

Approved: Gabriel Moreno  
Gabriel Moreno, Secretary of the Board of Managers

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