

THE STATE OF TEXAS §
 §
COUNTY OF CAMERON §

**CAMERON COUNTY EMERGENCY
COMMUNICATION DISTRICT BOARD MEETING MINUTES
November 17, 2021**

The Board of Managers of the Cameron County Emergency Communication District (CCECD) met at the 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, November 17, 2021.

Present:

Board Members: Mario Prado (President), Bill Aston (Vice-President), and Lt. Henry Etheridge
Board Members Absent: Robert Gracia, Sam Ortega, and Gabriel Moreno
Directors: S. Barajas, and J. Davila
Corporate Counsel: Ivan Perez
Others: A. Chavez, A. Garrido, and J. Garcia (CCECD Staff)
 John Percy, Architect and Doug Junkin, Project Manager (Megamorphosis)

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 10:00 A.M. to open the meeting, recited the Pledge of Allegiance. Thereafter, the Board went to Item 2.

- Item 2. Establishment of a Quorum.
 After confirmation of a voting quorum (3 of 5 quorum) by Ms. Barajas, Mr. Perez 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 approaching the podium. After a brief time, with no attendees, and no comments made, Mr. Prado closed the public comment section and no action was needed. Thereafter, the Board went to Item 11.

- Item 4. Approval of October 20, 2021 Regular Board Meeting Minutes to correct error on

agenda stating 'September 15, 2021 minutes. Mr. Perez advised that the Board could approve the October 20, 2021, since "September 15" was written in error, but he recommended that at the next Board meeting an item appear on the agenda for "Ratification of the Approval" of the October 20, 2021 minutes. Signature obtained from Mr. Prado, President, and document to be forwarded to Bill Aston, Vice President, for the same purpose. Motion made by Mr. Prado to approve the said Regular Board Meeting Minutes for October 20, 2021 minutes as indicated in this item above. Seconded by Mr. Etheridge. The motions carried unanimously.

Item 5. Approval of Bills (& Cash Flow)

Ms. Barajas presented the November Expense Report pertaining to regular monthly bills, after discussion by Board. Motion made by Mr. Etheridge to approve the said bills (& cash flow). Seconded by Mr. Prado. The motion carried unanimously.

Item 6. Financial Report (& Banking Report)

Ms. Barajas provided an update on the financial banking and investment reports. Ms. Barajas will look into opening a 'building bank account' for the construction and expansion of the building, which will keep all of the cost uniformed in one account, as requested by Mr. Aston. Motion made by Mr. Prado 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. Aston to acknowledge and approve the said Director's Report as presented by Ms. Barajas. As of this date, no major system problems reported by PSAPs. On October 27th, we converted text to 9-1-1, from TTY to SMS successfully. On October 30th, the PSAPs suffered an AT&T power outage in South Texas, San Antonio, and Laredo. Building expansion meeting with Megamorphosis continue. All building expansion documents were provided to legal counsel for review. Attended the Director's Meeting on November 3rd, in Dallas, Texas. Governor Abbott signed HB2911 which represents 140 million dollars for implementation of NG9-1-1, which must be spent by December 2024. The meeting discussions included different scenarios of distribution of the funds. The districts will submit a letter of intent to CSEC to acquire monies. December's Texas Alliance meeting will provide in-depth discussions on distribution of monies for NG9-1-1. Safety measures (disinfecting) continue every day in our building. This concludes the Director's Report. Also the Building Report as presented by Mr. Davila, the GIS Report was presented by Alfonso Garrido (GIS Department), and the Public Education/Training Report was presented by Jose Garcia. All Board Members confirmed that the District should hold a 'Dispatcher of The Year' event during the December Board Meeting. Seconded by Mr. Prado. The motion carried unanimously.

- Item 8. AT&T Report
No report was available and this item was tabled. A motion made by Mr. Aston to table item. Seconded by Mr. Etheridge. The motion carried unanimously.
- Item 9. Board Committee Report
Mr. Aston expressed concern regarding the AT&T power outage and the affected areas in Cameron County. After a brief discussion, the District intention is to move to ESINet which provides more flexibility in call routing, implementation of SmartCom as a backup to the network instead of Spectrum, and it should provide better internet coverage by the next quarter. A motion of acknowledgement was made by Mr. Prado on this item. Seconded by Mr. Etheridge. The motion carried unanimously.
- Item 10. Legal Counsel Report
Mr. Perez provided a brief overview of the construction contract which will be part of the competitive sealed bid package for the expansion of the building. Details of the bid process and procurement methods were presented by Architect in Item 11. Mr. Aston requested a follow-up with the memorandum summarizing the fee diversion and definitions adopted by the Fee Diversion Task Force. This will help prevent misuse of monies and help/support those areas that are allowable. Ms. Barajas and Mr. Perez will follow-up to obtain the information for the Board. No other legal issues nor concerns were noted. A motion to acknowledge the legal counsel's report was made by Mr. Prado. Seconded by Mr. Etheridge. The motion carried unanimously.
- Item 11. Consideration and Approval of competitive sealed bid process to solicit bids for construction of addition to Cameron County Emergency Communication District building; presented by Megamorphosis, John Percy and Doug Junkin. Mr. Percy provide information on the types of construction bids. Megamorphosis is proposing a "Competitive Sealed Proposal Method of Construction Procurement" process which gives CCECD the opportunity to select the best contractor for the project. A ranking criteria is part of the contract for bids received. After a discussion, a motion to approve the competitive sealed bid process and solicit bids for construction in which it be subject to legal counsel review for this same purpose was made by Mr. Aston. Seconded by Mr. Prado. The motion carried unanimously. Thereafter, the Board went to Item 4.
- Item 12. 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 items on the agenda met these criteria. No action was needed.
- Item 13. Adjournment.
At 10:35 A.M., a motion was made by Mr. Prado to adjourn this meeting. Seconded by Mr. Etheridge. The motion carried unanimously.

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Approved this 15th day of December, 2021.

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

Approved: Bill Aston
Bill Aston, Vice President of the Board of Managers

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