

THE STATE OF TEXAS §
§
COUNTY OF CAMERON §

**CAMERON COUNTY EMERGENCY
COMMUNICATION DISTRICT BOARD MEETING MINUTES
August 17, 2022**

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, August 17, 2022.

Present:

Board Members: Mario Prado (President), Bill Aston (Vice-President), and Henry Etheridge
Board Members Absent: Gabriel Garza and Gabriel Moreno
Executive Director: J. Davila
Corporate Counsel: Juan M. Pequeno, Jr. and Ivan Perez
Others: A. Chavez, E. Espitia, A. Garrido, and Jose Garcia (CCECD Staff)

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".)

* * *

- Item 1. Call to order (Pledge of Allegiance)
Call to order by Mr. Prado at 10:01 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 Mr. Davila, 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 approaching the podium. After a brief time, with no comments made, Mr. Prado closed the public comment section and no action was needed.
- Item 4. Approval of July (20th & 27th, 2022) Regular & Special Board Meeting Minutes.

Signature will be 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. Seconded by Mr. Etheridge. The motion carried unanimously.

Item 5. Approval of Bills (& Cash Flow)

Mr. Davila presented the August Expense Report pertaining to regular monthly bills, after discussion by the Board, a motion was made by Mr. Prado to approve the said bills (& cash flow). Seconded by Mr. Aston. The motion carried unanimously.

Item 6. Financial Report (& Banking Report)

Mr. Davila provided an update on the financial banking reports. Motion made by Mr. Prado to acknowledge the financial reports 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. Executive Director's Report

Motion made by Mr. Prado to acknowledge the said Director's Report as presented by Mr. Davila. Alma Linda Chavez and I attended a day and one half Texas County and District Retirement System (TCDRS) Conference on July 21 and 22, 2022 in Austin, Texas. Discussed were the TCDRS financial results for end of year 2021 and other Human Resources subjects such as Employee Retirement Accounts, etc. Our TCDRS Representative Ericka Aguirre will be here during our October 19, 2022 meeting to make her annual presentation to the Board Members and answer any questions we might have in regards to our plan. On August 3, 2022 I attended the Texas Alliance Executive Director's Meeting in Dallas. The main topic of discussion again was the HB2911/SB 8 NG9-1-1 Funding Implementation Process and Factors. There are still many questions and concerns regarding the Contract that has to be signed with CSEC to begin the grant reimbursement process. At the time of our meeting CSEC had only processed a handful of the Grant Applications because they had not anticipated so many subprojects under each entities Grant Applications. Since CSEC is behind in the approval of all Grant Applications there will be a delay in getting our NGCS/ESINET contract signed and executed once we choose one of the vendors that has responded to our RFP. Our lobbyists for the Texas Alliance are also working to determine who is going to champion our Wireless Rate increase in the upcoming legislative session. Many of the State Representatives and Senators have retired or lost in the elections so once the session starts next year our lobbyists quickly have to establish rapport with the ones that understand 9-1-1 funding and are willing to sponsor our bill in the legislature. Board Member Robert Gracia and myself attended the APCO Conference in Anaheim, California from August 8-10, 2022. We attended multiple sessions throughout the 3-day conference on subjects dealing with NGCS/ESINET, Cybersecurity, Professional Development, AT&T FirstNet working with 9-1-1, Call Handling in the Cloud, Federal Funding for Next Generation 911, FCC updates, and Leadership

Development. This concludes my report. Safety measures (disinfecting) continue every day in our building. Also the Building Report as presented by Mr. Davila informed the board of the progress and the new completion date of November 30th, GIS Report was presented by Alfonso Garrido (GIS Department), and the Public Education/ Training Report by Jose Garcia. Seconded by Mr. Etheridge. The motion carried unanimously.

- Item 8. AT&T Report
No report was available and this item was tabled. A motion to table item was made by Mr. Prado. Seconded by Mr. Etheridge. The motion carried unanimously.
- Item 9. Board Committee
No report was available and this item was tabled. A motion was made by Mr. Prado to table item. Seconded by Mr. Etheridge. The motion carried unanimously.
- Item 10. Legal Counsel Report
Mr. Pequeno informed the board the deadline for response to the Solicitation for Proposal of NG9-1-1 System (Core Services) was August 16th. The district received two responses for this solicitation. On Monday, August 15th, received final approval from CSEC for the SB8-CSFRF Grant Application that was submitted. Adjustments were made to the application and funding was reallocation into the other categories. There is a two-year limitation on spending of the funding and time constrains has created an issue to meet that deadline. Mr. Pequeno stated that in order to expedite and meet the time constrains, he is requesting a 'Special Public Board Meeting' next week (August 25th) for approval to the board for the recommendation from the ranking committee from the two RFPs received and approval of the CSEC contract. Also the CSEC contract information received did not have a deadline, ideally, it was mentioned, CSEC would like all contracts by August 31st. The district would like to get a vendor approved for NG9-1-1 so that the service can be implemented and use the federal grant funds as soon as possible. The ranking committee would meet prior to the Special Public Meeting to review the RFPs along with a consultant and assistance from Mr. Pequeno. A motion to acknowledge the legal counsel's report was made by Mr. Aston. Seconded by Mr. Prado. The motion carried unanimously.
- Item 11. Consideration and Approval of Revised Employee Handbook for the CCECD District. After presentation and discussion of the pending items by Mr. Ivan Perez, a motion to adopt and approve the revised Employee Handbook was made by Mr. Aston. Seconded by Mr. Prado. The motion carried unanimously.
- Item 12. Consideration and Approval of Recommended Appointment of the Deputy Director. At 10:41 A.M., a motion was made by Mr. Etheridge to move to Executive Session. Seconded by Mr. Aston. The motion carried unanimously.

Item 13. Closed Meeting for Discussion of Any Item on the Agenda as may be permitted by Subchapter D of Chapter 551 of the Texas Government Code.

A. Consultation with legal counsel regarding appointment of the Assistant Executive (Deputy) Director for CCECD. (TX. GOV'T CODE 551.071, 551.074). Possible Action, if any, in Open Meeting. The Board of Managers at 11:06 A.M. returned to item 14 open session to carry out Item 12.

Item 14. Open Meeting:

A. Possible action on Closed Meeting Items. Item 12, A motion to appoint Alma Linda Chavez as the Deputy Director with salary to be retroactive as of August 16, 2022, as discussed in closed meeting and authorize by the Board President and/or Vice President to execute the motion, was made by Mr. Etheridge. Seconded by Mr. Aston. The motion carried unanimously.

Item 15. Adjournment.

At 11:11 A.M., a motion to adjourn was made by Mr. Aston. Seconded by Mr. Prado. The motion carried unanimously.

* * *

Approved this 21st day of September, 2022.

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

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

* * *