

THE STATE OF TEXAS §
 §
COUNTY OF CAMERON §

**CAMERON COUNTY EMERGENCY
COMMUNICATION DISTRICT BOARD MEETING MINUTES
July 17, 2024**

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, July 17, 2024.

Present:

Board Members: Mario Prado (President), Bill Aston (Vice-President), Albert De La Rosa and Valentin Ramirez

Board Members Absent: Gabriel Garza

Executive Directors: J. Davila and A. Chavez

Corporate Counsel: Juan M Pequeno

Others: R. Cruz, J. Garcia, A. Castillo and E. Espitia (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".)

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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 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. Thereafter, the Board went to Item 12.

- Item 4. "Swearing-in of (CCSO appointment) CCECD Board Member appointed by Cameron County Sheriff's Office as a new member, pursuant to Tex. Const. Art. XVI, § 1 (Vernon Supp. 2016) (Official Oath). A motion to table was made by Mr. Aston. Seconded by Mr. Prado. The motion carried unanimously.

- Item 5. Approval of June (12, 2024) Regular Board Meeting Minutes. Signature will be obtained from Mr. Prado, President, and document to be forwarded to Valentin Ramirez, Secretary, for the same purpose. Motion made by Mr. Aston to approve the said Regular Board Meeting Minutes as written. Seconded by Mr. Prado. The motion carried unanimously.
- Item 6. Approval of Bills (& Cash Flow)
Mr. Davila presented the July 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. De La Rosa. The motion carried unanimously.
- Item 7. 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. De La Rosa. The motion carried unanimously. (The amounts of these reports were presented at the CCECD Board Meeting as with previous meetings.)
- Item 8. Executive Director's Report
Alma Linda Chavez and myself attended the NENA (National Emergency Number Association) Conference in Orlando, Florida from June 29 thru Wednesday, July 3, 2024. Some of the courses we attended were Making NG9-1-1 Truly Interoperable: Interoperability Testing and Certification for NG 9-1-1, Succession Planning, Why You Should Be Training Your Replacement, Difficult Conversations: Delivering Constructive Feedback, Operationalizing GIS in the Transitional Phase of NG9-1-1, and The Ask Rail Emergency Response Tool to name a few.
Alma and myself have attended Hurricane Preparedness meeting in Cameron County. Consequently, we are in the preliminary stages of coordinating an emergency plan with the Rio Grande Valley Emergency Communication District in case a catastrophe would completely shut down our District's PSAP's and vice versa. We would like to come up with an MOU or some type of agreement that would ensure all 9-1-1 calls in Cameron County would be answered in case of unforeseen events.
The Contractor has completed the carpeting, painting, and remodeling of our Board Room, Conference Room, and Executive Director's Office. The Contractor completed general repairs throughout our building to include all cracks in the walls and general paint touch up on all walls. The sidewalk on the alley side of our building was completely replaced as it had become detached from the building. Adding a carport to the back parking lot space that is currently not covered is still pending.
Motorola Technicians are still remotely making programming changes with the help of local AT&T Technicians to the VESTA system. So far they have completed South Padre Island, Port Isabel, Los Fresnos, Cameron County Sheriff's Office, Brownsville, and San Benito. They have started on La Feria PD this week. Tentative project completion of all CHE, Software, associated routers, and switches to include the Training PSAP here in our building is scheduled for September 7, 2024. This concludes my report.
GIS Report was presented by Rafael Cruz, the Public Education Report was presented by April Castillo, and Training Report by Joe Garcia. Motion was made by Mr. Aston to acknowledge the said Director's Report as presented by Mr. Davila, GIS, Public Education, and the Training Reports. Seconded by Mr. Prado. The motion carried unanimously.

- Item 9. AT&T Report
Mr. Ramirez reported to the Board the final phase of the software update by AT&T for La Feria Police Department is nearing completion. Over the next two weeks, Motorola field engineer will collaborate to warrant a smooth transition and integration of the new systems. AT&T is taking initiative to stock spare parts for replacement in the Harlingen warehouse to ensure prompt service. A motion to acknowledge was made by Mr. De La Rosa. Seconded by Mr. Aston. The motion carried unanimously.

- Item 10. Board Committee
Mr. Aston highlights the successful audit conducted by Carr, Riggs, and Ingram reflecting a positive evaluation of their financial practices and adherence to regulatory standards. A motion to acknowledge was made Mr. Prado. Seconded by Mr. De La Rosa. The motion carried unanimously.

- Item 11. Legal Counsel Report
Mr. Pequeno reported that he is in the final stages of completing the memorandum on liability for software used by PSAPs. Once finalized, it will be forwarded to the District for review and potential distribution to the Board. A motion to acknowledge was made by Mr. Aston. Seconded by Mr. Prado. The motion carried unanimously.

- Item 12. Consideration and Approval of CCECD Audit presented by Matthew Montemayor, Carr, Riggs, and Ingram, CPA and Advisors. A motion to approve was made by Mr. Prado. Seconded by Mr. Aston. Thereafter, the Board went to Item 4.

- Item 13. Consideration and Approval for Directors to attend the APCO 2024 Conference in Orlando, FL on August 4-8, 2024. A motion to approve was made by Mr. Aston. Seconded by Mr. Prado.


- Item 14. 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. There were no items for discussion in closed meeting.

- Item 15. Adjournment. At 11:01 A.M., a motion to adjourn was made by Mr. Prado. Seconded by Mr. Aston. The motion carried unanimously.

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Approved this 21st day of August 2024.

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

Approved: 
 Valentin Ramirez, Secretary of the Board of Managers

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