MINUTES OF THE

MONTGOMERY COUNTY EMERGENCY COMMUNICATION DISTRICT
BOARD OF MANAGERS

REGULAR MEETING

June 30, 2026

CALL TO ORDER
CALL OF ROLL

PRESENT:

Paul Virgadamo, President
Ryan Gable, Secretary
Leonard Schneider, General Counsel
Chip VanSteenberg, Executive Director
Doug Adams, Member
Bobby Powell, Member

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 Paul Virgadamo.

The meeting agenda, which was posted in accordance with the Texas Government Code, Chapter 551, were 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 a special board meeting August 12, 2026. If needed, an official, signed copy may be obtained at the MCECD office.

Public Comments
No one requested to address the Board.

Consent Agenda

A motion was made by Doug Adams, seconded by Board member Ryan Gable to approve the Consent Agenda in its entirety, items 1 through 5. The motion carried with all in favor.

For time purposes President Virgadamo drew attention to Item 10 of the agenda.

Consider and take action on updating the five-year plan for capital projects

Mr. VanSteenberg informed the board about adopting a plan for upcoming capital projects, highlighting summary of the proposed budget to cover these major projects. Mr. VanSteenberg noted that plans include replacement of workstations at dispatcher consoles, adding tools for dispatchers, updating facilities including outdated building security program. Mr. VanSteenberg also voiced his concern about dwindling funds due to no changes in legislation when it comes to raising 911 fees adding that the district is stable when it comes to software and system updates through FY2031.

Mr. Virgadamo noted the action item and requested a motion

Mr. Gable made the motion to approve updating the five-year plan for capital projects, Assistant Chief Doug Adams seconded the motion.

The motion carried with all in favor.

Consider and take action on the proposed budget for Fiscal Year 2027

Mr. VanSteenberg introduced the proposed budget by first mentioning the decline of telephone line revenue and slow steady rise in wireless funds received from the state. Other items talked about were salaries, benefits and general operating expenses noting few changes from the previous budget other than property insurance and additional retirement contribution. Also mentioned was the allocation for increasing expenditures when it comes to 911 contracts like call taking reimbursements, translation services and alerting software.

Mr. Virgadamo noted the action item and requested a motion.

Mr. Gable made the motion to approve the proposed budget for Fiscal Year 2027, Assistant Chief Doug Adams seconded the motion.

The motion carried with all in favor.

Consider and take action on a feasibility study for an Emergency Communication Center.

Mr. VanSteenberg presented a feasibility study conducted by Martinez Architects for an Emergency Communication Center on the 14 acres west of Conroe just off SH 105. Data from each existing PSAP was gathered and site visits were made to other Emergency Communication Centers. Mr. VanSteenberg emphasized there is no definitive plan for putting the study into action. The study was an exercise into determining the future needs for a comprehensive 9-1-1 facility in Montgomery County. The study will be used to determine if and how a project can proceed.

Mr. Virgadamo noted the action item and requested a motion to recognize the reappointments.

> **Assistant chief Doug Adams made the motion to accept the feasibility study for an Emergency Communication Center, Bobby Powell seconded the motion.**
>
> **The motion carried with all in favor.**

Consider and take action on a request form the Woodlands Fire Department for up to $47,000 from the PSAP improvement participation program for GIS routable data services.

Assistant Chief Doug Adams did abstain from discussing and voting on this item due to conflict of interest

Mr. VanSteenberg recommended approving the request from the Woodlands Fire Department, which would be GIS data modification to benefit three PSAP's within the District. Mr. Bobby Powell inquired about this request asking if it was going to be a one-time request or reoccurring, Mr. VanSteenberg informed that this would best be viewed as a reoccurring request.

Mr. Virgadamo noted the action item and requested a motion.

> **A motion was made by Mr. Powell "to supply funding annually up to $47,000 until something better comes along" Ryan Gable seconded the motion.**
>
> **The motion carried with all in favor.**

Consider and take action on authorizing the executive director to establish procedures for posting agendas for future meetings of the Board of Managers.

President Virgadamo noted the action item and requested a motion.

The staff recommended discontinuing the use of the County Clerk's system and simply posting in accordance with the requirements of state law. This request stemmed from challenges encountered when using the County Clerk's system. The staff noted the proliferation of data accessed through smart phones and connected devices made viewing an agenda on the governments body's website the common method of conveying meeting notification. If approved by the board, the executive director will develop internal procedures for posting an agenda.

Mr. Virgadamo noted the action item and requested a motion.

> **A motion was made by Mr. Adams to authorize the executive director to establish procedures for posting agendas for future meetings of the Board of Managers. Mr. Powell seconded the motion**
>
> **The motion carried with all in favor.**

Consider and take action on approving a proposal from Motorola Solutions, Inc. for one year of licensing and support for Vesta 911 for an amount not to exceed $103,000.00

Mr. VanSteenberg informed the board that the district uses the Vesta system offered by Motorola Solutions, Inc. to process 9-1-1 phone calls. The current version of the system was purchased with three years of licensing and support which expired in 2025. In March 2025 , the board approved renewing service agreement for an additional year. When the board approved the refresh of the servers and other backroom equipment in the current fiscal year, the proposal included new 5-year agreement for licenses and servicing for that equipment. The renewal under consideration was only for the desktop units at the call taker consoles which have not yet been refreshed.

President Virgadamo noted the action item and requested a motion.

> **A motion was made by Mr. Adams to approve a proposal from Motorola Solutions, Inc. for one year of licensing and support for Vesta 911 for an amount not to exceed $103,000.00. Mr. Powell seconded the motion.**
>
> **The motion carried with all in favor.**

Executive Director's report on 9-1-1 call volume and answering performance

Mr. VanSteenberg reported on 9-1-1 call volume and answering performance.

> **Discussion only, no action taken.**

Executive Director's report on items of community interest for which no action will be taken.

Mr. VanSteenberg reported on:

- First responder camp turn out.
- **Discussion only, no action taken.**

Closed Executive Session

The board met in a closed Executive Session as authorized per the Texas Open Meetings Act, to consider matters related to real property pursuant to Texas Government Code, Section 551.072 – deliberate the purchase, exchange, lease or value of real property.

The meeting adjourned to closed executive session at 12:43pm.

The meeting was reconvened at 12:53pm

Reconvene into open session to consider and take action, if necessary, on items discussed in executive session.

Take action if needed on the purchase, exchange, lease, or value of real property.

A motion was made by Doug Adams to approve property easement provided by package plan subject to review by legal counsel code 551.071, Mr. Powell seconded the motion.

The motion carried with all in favor.

Mr. Powell made the motion to adjourn the meeting. Assistant Chief Doug Adams seconded the motion.

The motion carried with all in favor.

The meeting adjourned at 12:55pm