

MINUTES OF THE

**MONTGOMERY COUNTY EMERGENCY COMMUNICATION DISTRICT
BOARD OF MANAGERS**

REGULAR MEETING

May 21, 2025

CALL TO ORDER
CALL OF ROLL

PRESENT:

Kathie Reyer, Vice President
Mike McClosky, EX- Oficio
Leonard Schneider, General Counsel
Chip VanSteenberg, Executive Director
Ryan Gable, Secretary/Treasurer
Doug Adams, Member

After a roll call by the Vice President Reyer establishing a quorum was present, the meeting was called to order at 12:00 p.m. by Vice President Reyer.

The meeting agenda, which was posted in accordance with the Texas Government Code, Chapter 551, was 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 regularly scheduled board meeting September 23rd. 2025. If needed, an official, signed copy may be obtained at the MCECD office.

OFFICIAL MINUTES OF THE MCECD BOARD OF MANAGERS

Public Comments

No one requested to address the Board.

Consent Agenda

A motion was made by Constable Ryan Gable, seconded by Board member Doug Adams to approve the Consent Agenda in its entirety, items 1 through 4. The motion carried with all in favor.

Consider and take action on Annual Audit for Fiscal Year 2024 conducted by BrooksWatson PLLC

Executive Director Mr. Chip VanSteenberg informed the board that the audit has not been received from BrooksWatson.

Vice President Kathie Reyer made a statement to defer action on the audit and reschedule it.

Consider and take action on a request from The Woodlands Fire Department for up to \$45,000 from the PSAP Improvement Participation Program for GIS routable data services.

Mr. VanSteenberg explained the benefits of providing financial relief to cover one year to PSAP improvement projects between three different PSAPS to make GIS Data & maps more effective.

Vice President Reyer noted the action item and requested a motion

A motion was made by Constable Ryan Gable to approve the request from the Woodlands Fire Department for up to \$45,000 from the PSAP Improvement Participation Program for GIS routable data services. Vice President Kathie Reyer seconded the motion.

The motion carried with all in favor.

Consider and take action on establishing the Terri Gill leadership Training Scholarship to promote leadership training and mental health for 9-1-1 telecommunicators at MCECD partner agencies.

Mr. VanSteenberg elaborated on the scholarship that honors Terri Gill, noting it would not affect the operating budget and would greatly support mental growth and training for 9-1-1 telecommunicators by providing courses and activities.

Vice President Reyer noted the action item and requested a motion

A motion was made by Constable Ryan Gable to establish the Terri Gill Scholarship to promote leadership training and mental health for 9-1-1 telecommunicators at MCECD partner agencies. The motion was seconded by Board member Doug Adams.

The motion carried with all in favor.

Discuss preliminary budget outlook for Fiscal Year 2026

Mr. VanSteenberg presented a forecast for revenues and expenditures to the board along with a discussion of the relevant issues.

Discussion only, no action taken.

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:

- NG911 project is complete, migration is complete-all calls will now be routed to NextGen core service routers. District is still monitoring legacy trunk lines, but disconnection notices have been sent to providers.
- GulfCoast ECD has completed their NextGen core services routing, allowing Montgomery County to test transfer calls to Liberty and Walker County.
- JR. First Responder camp is full and ready to kick off in June 2025.
- Completed upgrade to Vesta system.
- Facility master planning for new MCECD building is underway.

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

- A. Discuss Property: Deliberate the purchase, exchange, lease, or value of real property.

The meeting adjourned to closed executive session at 12:52 p.m.

The open meeting was reconvened at 1:00 p.m.

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

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

A motion was made by Board member Doug Adams to move to instruct staff to perform due diligence and takes steps to purchase property from JABA Interest LLC and bring back to the board in June for approval. The motion was seconded by Secretary Ryan Gable.

The motion carried with all in favor.

Adjourn Meeting

Vice President Reyer noted the action item and requested a motion.

Board Member Doug Adams made the motion to adjourn the meeting. Secretary Gable seconded the motion.

The motion carried with all in favor.

The meeting adjourned at 1:00 p.m.

