MINUTES OF THE

MONTGOMERY COUNTY EMERGENCY COMMUNICATION DISTRICT
BOARD OF MANAGERS
SPECIAL MEETING

August 12, 2026

CALL TO ORDER
CALL OF ROLL

PRESENT:

Paul Virgadamo, President
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 regularly scheduled board meeting September 16 2026.
If needed, an official, signed copy may be obtained at the MCECD office.

Public Comments

Paul Sims introduced himself to the board members and audience, explained his nomination by the city of Conroe to represent the cities.

Consent Agenda

> **A motion was made by Assistant Chief Doug Adams, seconded by Board member Bobby Powell to approve the Consent Agenda in its entirety, items 1 through 3. The motion carried with all in favor.**

Consider and take action on Annual Audit for Fiscal Year 2025 conducted by BrooksWatson PLLC

MCECD invited Wesley Carr with BrooksWatson & Co,. PLLC to present the completed Annual Audit Report for Fiscal Year 2025. The district received an unmodified opinion, the highest level of assurance that the financial statements are presented fairly, in all material respects, in accordance with the applicable accounting framework.

Mr. Virgadamo noted the action item and requested a motion

> **A motion was made by Mr. Powell to accept the Annual Audit for Fiscal Year 2025 conducted by BrooksWatson PLLC. Mr. Adams seconded the motion**
>
> **The motion carried with all in favor.**

Consider and take action to approve revised Administrative Policies

Deputy Director of MCECD Kathie Reyer explained the changes and revisions she and Mr. VanSteenberg are making to existing outdated policies.

Following discussion, the following amendments were recommended:

a. Records Management Policy – Change the time limit for an opinion from the Attorney General from "shall be made within ten (10) days" to "shall be made within the applicable statutory time limits."
b. Purchasing Policy – Under Purchasing Limits, a) increase from $50,000 to $100,000; c) increase from $50,000 to $100,000.
c. Capital Asset Policy – Change from $2,500 to $10,000 and increase from a useful life of one year to a useful life of over five years.

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

> **A motion was made by Mr. Adams to adopt the revisions as presented with the additional amendments as discussed. Mr. Powell seconded the motion.**
>
> **The motion carried with all in favor**.

Consider and take action on a resolution supporting a sustainable, accountable funding model for Next Generation 9-1-1 and modernization of the statewide wireless 9-1-1 service fee.

Mr. VanSteenberg informed the board that MCECD is a member of the Texas 911 alliance and spoke about the progress that the alliance is making when it comes to working towards more 911 funding, which includes approaching the state legislature at their upcoming session. Mr. VanSteenberg introduced a resolution that will reflect the Board's support and help present this long term funding model to the Governor, Lieutenant Governor, Speaker of the Texas House or Representatives and members of the Texas Legislature representing Montgomery County .

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

A motion was made by Mr. Powell to approve the resolution supporting a sustainable, accountable funding model for Next Generation 9-1-1 and modernization of the statewide wireless 9-1-1 service fee. Doug Adams seconded the motion. The motion carried with all in favor.

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:

- **Informative Bond Election**
- **Discussion only, no action taken.**

Mr. Adams made the motion to adjourn the meeting. Mr. Powell seconded the motion.

The motion carried with all in favor.

The meeting adjourned at 12:24pm