



CAECD Board of Managers | Agenda

10:30 a.m. or upon adjournment of the CAPCOG Executive Committee
Wednesday, March 11, 2026
Lantana Conference Room
6800 Burleson Rd.
Bldg. 310, Suite 165
Austin, Texas 7874

Judge Ron Cunningham, *Llano County*, **Chair**
Mayor Doug Weiss, *City of Pflugerville*, **1st Vice Chair**
Mayor Pro Tem Steve Hougen, *City of Granite Shoals*,
2nd Vice Chair & Parliamentarian
Commissioner Joe Don Dockery, *Burnet County*,
Secretary
Judge Brett Bray, *Blanco County*, **Immediate Past Chair**
Mayor Kirk Watson, *City of Austin*
Commissioner Clara Beckett, *Bastrop County*
Council Member Kerry Fossler, *City of Bastrop*
Council Member Kevin Hight, *City of Bee Cave*
Judge Bryan Wilson, *Burnet County*
Judge Hoppy Haden, *Caldwell County*
Commissioner Clint Sternadel, *Fayette County*
Council Member Ben Butler, *City of Georgetown*

Commissioner Walt Smith, *Hays County*
Council Member Stephen Chang, *City of Leander*
Commissioner Steven Knobloch, *Lee County*
Mayor Crystal Mancilla, *City of Liberty Hill*
Mayor Lew White, *City of Lockhart*
Council Member Frank Ortega, *City of Round Rock*
Mayor Jane Hughson, *City of San Marcos*
Council Member Cathy Meek, *City of Smithville*
Judge Andy Brown, *Travis County*
Commissioner Ann Howard, *Travis County*
Judge Steven Snell, *Williamson County*
Commissioner Cynthia Long, *Williamson County*
Senator Pete Flores
Representative Caroline Harris-Davila

- 1. Call to Order and Opening Remarks by the Chair**
- 2. Consider Approving Minutes for the February 11, 2026, Meeting**
- 3. Consider Adopting a Resolution Providing Signature Authority to Individuals for the Capital Area Emergency Communications District**
Silvia Alvarado, Director of Finance
- 4. Consider Adopting a Proclamation Recognizing April 12-18, 2026, as National Public Safety Telecommunicators Week**
Jenna Barrington, Assistant Director of Emergency Communications, Policy and Administration
- 5. Discuss 9-1-1 Network Telecommunications Fiber Diversity**
Richard Morales, Director of Emergency Communications
- 6. Executive Director's Report**
Chris Miller, Executive Director
- 7. Adjourn**

A closed executive session may be held on any of the above agenda items when legally justified pursuant to Subchapter D of the Texas Open Meetings Act (Texas Government Code Chapter 551).



CAECD Board of Managers | Minutes

10:30 a.m., or upon adjournment of the Executive Committee
Wednesday, February 11, 2026
6800 Burleson Rd, Bldg. 310, Suite 165
Lantana Conference Room
Austin, Texas 78744

Judge Ron Cunningham, *Llano County*, **Chair**
Mayor Doug Weiss, *City of Pflugerville* **1st Vice Chair**
Mayor Pro Tem Steve Hougen, *City of Granite Shoals*,
2nd Vice Chair and Parliamentarian
Commissioner Joe Don Dockery, *Burnet County*,
Secretary

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Council Member Ben Butler, *City of Georgetown*
Commissioner Steven Knobloch, *Lee County*
Mayor Lew White, *City of Lockhart*
Mayor Crystal Mancilla, *City of Liberty Hill*

Council Member Frank Ortega, *City of Round Rock*
Mayor Jane Hughson, *City of San Marcos*
Judge Andy Brown, *Travis County*
Commissioner Ann Howard, *Travis County*
Commissioner Cynthia Long, *Williamson County*

Absent

Mayor Kirk Watson, *City of Austin*
Commissioner Clara Beckett, *Bastrop County*
Commissioner Walt Smith, *Hays County*
Council Member Stephen Chang, *City of Leander*
Council Member Cathy Meek, *City of Smithville*
Judge Steven Snell, *Williamson County*
Senator Pete Flores
Representative Caroline Harris-Davila

1. Call to Order and Opening Remarks by the Chair

The meeting convened at 11:19 a.m.

2. Consider Approving Minutes for the January 14, 2026, Meeting.

Mayor Hughson made a motion to approve the January 14, 2026, meeting minutes. The motion was seconded by Mayor Pro Tem Hougen. The motion passed unanimously.

Judge Cunningham moved items 6 and 7 to the top of the agenda because of time constraints.

6. Consider Authorizing Contract for Architectural Services

Mr. Hoekzema requested authorizing a contract with Matt Fajkus Architecture for architectural services. The firm's Matt Fajkus and Sarah Johnson introduced themselves to the board. Mr. Miller stated the terms of the current lease. Mayor Pro Tem Hougen made a motion to authorize the contract for architectural services. Commissioner Howard seconded the motion with the amendment of ensuring the cost is no more than \$78,000. Mayor Pro Tem Hougen agreed to the amendment. The motion passed unanimously.

7. Consider Authorizing Execution of Lease for the Office Space and Related Agreements

Mr. Miller stated that it is the plan to execute a lease agreement when the architecture process is complete and agreed upon by the parties. He introduced attorney Patrick Hudson to explain portions of the proposed lease agreement. Mr. Hudson said, the landlord is ready to sign the lease but still has to determine CAPCOG's needs. Mr. Hudson said it was important to be able to sign the lease quickly once the lease is ready, and it was requested that Mr. Miller and the Board Chair be given the authority to sign the lease when it is completed.

After some discussion about the signature authority, Judge Bray made a motion to authorize the execution

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of the lease for the office space and related agreements, pending the building committee’s approval of the documents. Commissioner Long seconded the motion. The motion passed unanimously.

3. Consider Approval of AT&T Quote for Cybersecurity FirstNet Devices

Mr. Morales requested approval of the AT&T Quote for Cybersecurity FirstNet Devices. Council Member Ortega made a motion to approve the AT&T Quote for Cybersecurity FirstNet Devices. The motion was seconded by Commissioner Dockery. The motion was approved unanimously.

4. Consider accepting the Financial Report for the Period of October 1, 2024, to September 30, 2025.

Ms. Alvarado requested acceptance of the Financial Report for the Period of October 1, 2024, to September 30, 2025. Commissioner Dockery made a motion to accept the Financial Report for the period of October 1, 2024, to September 30, 2025. Mayor Hughson seconded the motion. The motion passed unanimously.

5. Consider Authorizing Legal Expenses for McLean & Howard LLP to Exceed \$50,000.

Mr. Hoekzema requested authorization for legal expenses for McLean & Howard LLP to exceed \$50,000. Mayor Hughson made a motion to authorize legal expenses for McLean & Howard LLP not to exceed \$100,000. Judge Bray seconded the motion. The motion passed unanimously.

8. Adjourn

The meeting adjourned at 12:04 p.m.

Commissioner Clara Beckett, Secretary
Capital Area Emergency Communications District
Board of Managers

Date

**CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT
BOARD OF MANAGERS MEETING**

MEETING DATE: March 11, 2026

AGENDA ITEM: No. 3, Consider Adopting a Resolution Providing Signature Authority to Individuals for the Capital Area Emergency Communications District

GENERAL DESCRIPTION OF ITEM:

This item provides a resolution to be submitted to Frost Bank as part of the process for updating the signature authority with CAECD's designated depository bank.

The CAECD's Bylaws mandate the Board of Managers with the responsibility to designate one or more depositories for the District's funds and to specify the individuals authorized to sign, and countersign checks and other financial instruments for the withdrawal of the funds.

The current banking arrangement with Frost Bank provides for two Board of Managers positions — the Chair and Secretary — and three CAPCOG employees — the Executive Director, Director of Finance, and Director of Administration — to hold signature authority for signing and countersigning disbursements of CAECD funds.

Since the Officers have changed for the CAECD Board of Managers, this resolution provides for updating the change in positions for the District at the designated depository, Frost Bank.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to a previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: Silvia Alvarado, Director of Finance

BUDGETARY IMPACT:

Total estimated cost: N/A

Source of Funds: _____

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Adopt and sign a resolution specifying the individuals authorized to sign and countersign checks and other financial instruments for withdrawal of funds from the designated depository, Frost Bank.

BACK-UP DOCUMENTS ATTACHED:

Resolution

BACK-UP DOCUMENTS NOT ATTACHED (to be sent prior to meeting, or will be a handout at the meeting):

None

RESOLUTION

PROVIDING SIGNATURE AUTHORITY TO INDIVIDUALS FOR THE CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT

WHEREAS, the Board of Managers (“Board”) of the Capital Area Emergency Communications District (“CAECD”) is charged with the responsibility to specify the individuals authorized to sign and countersign checks and other instruments for withdrawal of funds from designated depositories and,

NOW, BE IT RESOLVED BY the Board as follows:

1. The Board hereby specifies that the following individuals are authorized to sign and countersign checks and other instruments for withdrawal of funds from designated depositories:
 - a. Chairperson, CAECD Board of Managers
 - b. Secretary, CAECD Board of Managers
 - c. Executive Director of CAPCOG
 - d. Director of Administration of CAPCOG
 - e. Director of Finance of CAPCOG

2. The Board and the Executive Director are hereby authorized to take all steps necessary to enforce the provisions of this resolution.

Resolution adopted on this 11th day of March 2026.

Mayor Doug Weiss
Chairperson, Board of Managers
Capital Area Emergency Communications District

County Commissioner Clara Beckett
Secretary, Board of Managers
Capital Area Emergency Communications District

**CAPITAL AREA COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE MEETING**

MEETING DATE: March 11, 2026

AGENDA ITEM: No. 4, Consider Adopting a Proclamation Recognizing April 12-18, 2026, as National Public Safety Telecommunicators Week

GENERAL DESCRIPTION OF ITEM:

Each year, the second full week in April is designated as National Public Safety Telecommunicator Week to honor their commitment, service, and sacrifice. The U.S. President and the Texas Governor traditionally issue official proclamations recognizing the work of public safety telecommunicators. This year, National Public Safety Telecommunicators Week is April 12 through 18, 2026. To express recognition, appreciation, and support of all public safety telecommunicators in the region, staff recommends adoption of the attached proclamation.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: Jenna Barrington, 9-1-1 Assistant Director, Policy and Admin

BUDGETARY IMPACT OF AGENDA ITEM:

Total estimated cost: N/A

Source of funds: N/A

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? N/A

PROCUREMENT: N/A

ACTIONS REQUESTED: Consider adopting a proclamation recognizing National Public Safety Telecommunicators Week.

BACK-UP DOCUMENTS ATTACHED:

1. Proclamation recognizing April 12-18, 2026, as National Public Safety Telecommunicators Week

BACK-UP DOCUMENTS NOT ATTACHED (to be sent prior to meeting or will be a handout at the meeting): None



A PROCLAMATION AUTHORIZING RECOGNITION OF NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

WHEREAS, the Capital Area Council of Governments (CAPCOG) is a political subdivision of the State serving Bastrop, Blanco, Burnet, Caldwell, Fayette, Hays, Lee, Llano, Travis, and Williamson counties; and,

WHEREAS, CAPCOG is committed to providing a high-quality emergency communications system to the residents of the region; and,

WHEREAS, CAPCOG recognizes the professional and unending services of the telecommunicators who answer 9-1-1 calls on a daily basis; and,

WHEREAS, the 9-1-1 telecommunicators are the link between people calling for help in an emergency situation and the emergency response agencies who arrive on the scene ; and,

WHEREAS, the 9-1-1 telecommunicators are the true backbone of the 9-1-1 system; and,

WHEREAS, the President of the United States has historically acknowledged the second week of April as National Public Safety Telecommunicators Week ; and,

THEREFORE, BE IT RESOLVED, that, on behalf of the more than 900 telecommunicators in the CAPCOG region, the Capital Area Emergency Communications District Board of Managers hereby declares the week of April 12th—18th, 2026, to be National Public Safety Telecommunicators Week and encourages all local governments to sign a similar resolution and all 9-1-1 Emergency Communications Centers are encouraged to celebrate this week with appropriate activities and commemorations.

Resolution adopted by the Capital Area Emergency Communications District Board of Managers on this 11th day of March, 2026.

Mayor Doug Weiss, Chair
Board of Managers
Capital Area Emergency Communications District

Commissioner Clara Beckett, Secretary
Board of Managers
Capital Area Emergency Communications District

**CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT
BOARD OF MANAGERS MEETING**

MEETING DATE: March 11, 2026

AGENDA ITEM: No. 5, Discuss 9-1-1 Network Telecommunications Fiber Diversity

GENERAL DESCRIPTION OF ITEM:

Telecommunications fiber diversity is established on a network specifically to create multiple, physically separate fiber paths to transport the same data streams. This is accomplished to mitigate risk from disruptions from fiber cuts, equipment failures or outages to enhance network availability and reliability. We have different forms of diversity. Route diversity is established in different geographic paths preventing a single incident from disrupting multiple fibers and is the most common and costly network. Conduit diversity is established by fibers placed in separate conduits or ducts in the same path to reduce shared risk. Cable/fiber diversity utilizing different fiber types or vendors to avoid common mode failures.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to previously discussed item
- Special item requested by board member.
- Other

PRIMARY CONTACT/STAFF MEMBER: **Richard Morales, Jr., Director, Emergency Communications**

BUDGETARY IMPACT OF AGENDA ITEM:

Total estimated cost: N/A

Source of funds: N/A

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? N/A

PROCUREMENT: N/A

ACTIONS REQUESTED: Approval to seek third party audit review for network diversity recommendation

BACK-UP DOCUMENTS ATTACHED:

None

BACK-UP DOCUMENTS NOT ATTACHED (to be sent prior to meeting or will be a handout at the meeting): None