

Hays County Emergency Services District No. 9 (HCESD No. 9)

At Kyle Fire Department, Station No. 1

210 W. Moore St., Kyle, Tx 78640

March 17, 2022 – 6:30p.m.

Regular Meeting Minutes

1. Call to order, establish quorum:
 - ⇒ The Regular Meeting was called to order at 6:35 p.m. and a quorum was established with Commissioners Chris Baker, Diane Hervol, and Carla Sisk in attendance.
 - ⇒ Commissioner Roger Boyd was absent for the entirety of the meeting.
2. Public Comment:
 - ⇒ No public comments were offered at this time.
3. Discuss and consider action on minutes of the February 9, 2022, regular meeting;
 - ⇒ Motion by Diane Hervol, seconded by Chris Baker, to accept the minutes of the February 9, 2022, regular meeting as submitted.
 - ⇒ Motion passed (3 – 0).
4. Discuss and consider acceptance of resignation of Bruce Schneider from the Board of Commissioners;
 - ⇒ Discussion held with no action taken.
5. Discuss and consider action on treasurer's report, including the payment of invoices, reimbursements, and status of District's deposit of funds;
 - ⇒ Motion by Diane Hervol, seconded by Carla Sisk, to accept the treasurer's report, including payment of invoices, reimbursements, and status of District's deposit of funds as submitted.
 - ⇒ Motion passed (3 – 0).
6. Discuss and consider action to elect a Board member to be assistant Treasurer;
 - ⇒ Motion by Carla Sisk, seconded by Chris Baker, to elect Diane Hervol as assistant Treasurer until a new board member is found.
 - ⇒ Motion passed (3 – 0).
7. Discuss and take action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement;
 - ⇒ Discussion held with no action taken.
8. Discussion regarding board member responsibilities and board meeting requirements;
 - ⇒ Discussion held with no action taken.
9. Discuss required (CE) training hours and compliance status for Commissioners;
 - ⇒ Discussion held with no action taken.
10. Discussion and possible action regarding reimbursement to Commissioners for travel fees associated with attendance to the 2022 SAFE-D conference;
 - ⇒ Motion by Chris Baker, seconded by Diane Hervol, to reimburse Commissioners Carla Sisk and Diane Hervol for their mileage to the 2022 SAFE-D conference based on

GSA mileage rates.

⇒ Motion passed (3 – 0).

11. Discussion and possible action regarding reimbursement of \$205.85 b Roger Boyd to the District for cancellation of SAFE-D hotel reservation fees per hotel's cancellation policy outside of 72 hours notification;

⇒ Motion by Chris Baker, seconded by Diane Hervol, to have Commissioner Sisk send an email to Commissioner Boyd requesting repayment to District of the \$205.85 cancellation fees.

⇒ Motion passed (3 – 0).

12. Receive monthly report from SMHCEMS regarding emergency operation, response times, call volume, training, management activities, and membership;

⇒ Presentation by Chief Smith, Jim Swisher, Matthew Weinberg, and Kayla Cochran.

⇒ Discussion held with no action taken.

13. Discussion and possible action to appoint an HCESD No. 9 Commissioner to the Hays County Combined Emergency Communications Center Executive Board;

⇒ No discussion held, nor action taken.

14. Discuss and consider action on questions submitted to the Board President by District auditor Montemayor Britton Bender PC;

⇒ Motion by Carla Sisk, seconded by Diane Hervol, to have the Board's collective answers be emailed to the auditor.

⇒ Motion passed (3 – 0).

15. Review Records Management Program and make changes as appropriate;

⇒ Motion by Diane Hervol, seconded by Carla Sisk, to approve the Records Management Program as submitted.

⇒ Motion passed (3 – 0).

16. Discuss time, place, date, and agenda items for next meeting(s); and

⇒ A regular meeting of HCESD No. 9 will take place on Wednesday, April 13, 2022, at 6:30 p.m. to be held in person, at San Marcos Hays County EMS, 2061 Clovis R. Barker R., #10b., San Marcos, Texas 78666.

17. Adjourn.

⇒ Meeting adjourned at 7:44 p.m.

Respectfully submitted,



Diane Hervol,
Secretary HCESD No. 9