

Hays County Emergency Services District No. 9 (HCESD No. 9)
At Kyle Fire Department Station No. 1
210 W. Moore St., Kyle, Texas 78640
April 8, 2020 – 6:30p.m.

Regular Meeting Minutes

1. Call to order, establish quorum:
 - ⇒ The Regular Meeting was called to order at 6:30 p.m. and a quorum was established with Commissioners Chris Baker, Carla Sisk, and Diane Hervol in attendance.
 - ⇒ Commissioner Roger Boyd joined the meeting at 6:33 p.m.
 - ⇒ Commissioner Bruce Schneider was absent for the entirety of the meeting.
 - ⇒ President Roger Boyd called for a Roll Call to be taken:
 - Roger Boyd – Present
 - Diane Hervol – Here
 - Carla Sisk – Present
 - Chris Baker - Present
2. Public Comment: In accordance with the Texas Attorney General’s opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners;
 - ⇒ No public comments were offered at this time.
3. Discuss and consider action for continuing declaration of disaster;
 - ⇒ Motion by Diane Hervol to table this item until next meeting, seconded by Chris Baker.
 - ⇒ President Roger Boyd called for a roll call vote:
 - Chris Baker – Aye
 - Carla Sisk – Aye
 - Diane Hervol – Aye
 - Roger Boyd – Aye
 - ⇒ Motion passed (4-0).
4. Discuss District operation and management during COVID-19 outbreak, including conducting board meetings and authorizing payment of bills and invoices;
 - ⇒ Discussion held with no action taken.
5. Discuss and consider action on minutes of the February 12, 2020 meeting;
 - ⇒ Motion by Diane Hervol, seconded by Carla Sisk, to approve the minutes as submitted.
 - ⇒ President Roger Boyd called for a roll call vote:
 - Chris Baker – Aye
 - Carla Sisk – Aye
 - Diane Hervol – Aye
 - Roger Boyd – Aye
 - ⇒ Motion passed (4-0).
6. Discuss and consider action on treasurer’s report including the payment of invoices, reimbursements, status of District’s deposit of funds;
 - ⇒ Motion by Diane Hervol, seconded by Chris Baker, to approve the Treasurer’s Report and payment of bills as submitted.

⇒ President Roger Boyd called for a roll call vote:

- Diane Hervol – Aye
- Carla Sisk – Aye
- Chris Baker – Aye
- Roger Boyd – Aye

⇒ Motion passed (4-0).

7. Discussion and possible action regarding approval of payment of invoices outside of scheduled meetings as necessary;

⇒ Motion by Chris Baker, seconded by Diane Hervol, to move temporarily to a single signature requirement for writing checks to meet the mandate of social distancing and to facilitate getting checks written timely.

⇒ President Roger Boyd called for a roll call vote:

- Chris Baker – Aye
- Carla Sisk – Aye
- Diane Hervol – Aye
- Roger Boyd – Aye

⇒ Motion passed (4-0).

⇒ Motion by Chris Baker, seconded by Diane Hervol, to increase the max amount for a payment monthly to \$250,000.00 per check.

⇒ Discussion held with clarification by Carla Sisk that the \$250,000.00 max amount includes all checks. Clarification accepted by Chris Baker.

⇒ President Roger Boyd called for a roll call vote:

- Diane Hervol – Aye
- Carla Sisk – Aye
- Chris Baker – Aye
- Roger Boyd – Aye

⇒ Motion passed (4-0).

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

⇒ Presentation by Chief Smith, Deputy Chief Swisher, Matthew Weinberg, and Jolind Tays.

⇒ Discussion held with no action taken.

9. Discuss and consider action on payment of election costs invoice from the Hays County Elections for \$27,435.96;

⇒ Motion by Diane Hervol, seconded by Carla Sisk, to go ahead and pay this bill.

⇒ President Roger Boyd called for a roll call vote:

- Diane Hervol – Aye
- Carla Sisk – Aye
- Chris Baker – Aye
- Roger Boyd – Aye

⇒ Motion passed (4-0).

10. Review District's Records Management Program and make changes as appropriate;

⇒ Motion by Carla Sisk, seconded by Chris Baker, to accept this declaration of compliance to get our records in order as needed.

⇒ President Roger Boyd called for a roll call vote:

- Chris Baker – Aye
- Carla Sisk – Aye
- Diane Hervol – Aye
- Roger Boyd – Aye

⇒ Motion passed (4-0).

11. Conduct annual review of District's investment policy and investment strategies and adopt a Resolution regarding same;

⇒ Motion by Carla Sisk, seconded by Chris Baker, to approve the District's investment policy and investment strategies and adopt a Resolution regarding same.

⇒ President Roger Boyd called for a roll call vote:

- Diane Hervol – Aye
- Chris Baker – Aye
- Carla Sisk – Aye
- Roger Boyd – Aye

⇒ Motion passed (4-0).

12. Discuss and take action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement;

⇒ Discussion held with no action taken.

At this time, President Roger Boyd returned to Agenda Item No. 3

3. Discuss and consider action for continuing declaration of disaster;

⇒ Discussion held with no action taken.

Return to posted Agenda Item order

13. Discuss time, place, date, and agenda items for next meeting;

⇒ Regular Meeting of HCESD No. 9 will take place on Wednesday, May 13, 2020 at 6:30 p.m., with meeting place to be determined.

14. Adjourn.

⇒ Meeting adjourned at 7:50 p.m.

Respectfully submitted,



Diane Hervol,
Secretary HCESD No. 9