



**HAYS COUNTY ESD #9**  
**210 W Moore St. Kyle, TX 78640**  
**Phone: (512) 792-2107 | www.esd9.org**

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

**Notice of Regular Meeting**  
**At Kyle Fire Department**  
**210 W. Moore Street, Kyle, TX 78640**  
**November 14, 2024, 6:30 p.m.**

Notice is hereby given that a meeting of the Board of Commissioners of Hays County Emergency Services District No. 9 will be held on **Thursday, November 14, 2024, at 6:30 p.m., at Kyle Fire Department, 210 W. Moore Street, Kyle, TX 78640.**

**REGULAR MEETING AGENDA**

**1. Call to order, establish quorum**

**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, or comment will be made by the Board of Commissioners. Individual members of the public may address the board for a maximum of three minutes on items not on the current agenda, for a collective total of fifteen minutes.

Members of the public will speak on agenda items after comments are called for by the presiding officer, but before Board discussion and consideration of the item. Individuals of the public may address the board for a maximum of three minutes per person per agenda item, for a collective amount of fifteen minutes per agenda item.

**3. Consent Agenda**

*All items listed under the Consent Agenda are considered routine by the Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Commissioner, in which event, the item will be removed from the consent agenda and considered separately.*

- a. Discuss and consider action on minutes of the board meeting(s) held October 09, 2024.
- b. Receive monthly report from the Treasurer and consider.
- c. Approval of monthly financial report.
- d. Approval of payment of monthly bills and invoices.

**4. Reports**

- a. Receive monthly reports from SMHCEMS regarding emergency operations, response times, call volume, training, management activities, and membership. (D. Smith, J. Rosales, P. Reynolds)

**5. Committee Updates**

- a. Subcommittee regarding EMS residency and buildout of KFD Station 24. (D. Hervol, E. Abel)

**6. Standing agenda items**

- a. Legal updates, input, and questions for Counsel.



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**7. New Business**

- a. Discussion and possible action approving access to district bank accounts for financial bookkeeping.
- b. Discussion and possible action to engage an auditor to conduct audit for FY 2024.
- c. Discussion and possible action approving the District Administrator job description.
- d. Discussion and possible action approving a salary range for the District Administrator.
- e. Discussion and possible action opening and posting the District Administrator position, declaring an application period, and appointing a review committee.
- f. Discussion and possible action approving the Administrative Assistant job description.
- g. Discussion and possible action leasing office space for the district.
- h. Discussion and possible action drafting an Interlocal Cooperation Contract for the provisions of EMS services to be performed by the district with interested government bodies.
- i. Discussion and possible action contracting with Jolind Fritsche Davis for financial services.
- j. Discussion and possible action engaging legal counsel to negotiate an agreement with Hays County ESD #5 regarding Kyle Fire Station 24.
- k. Discussion and possible action on Commissioners' terms of office expiring at year end.
- l. Discussion and possible action on attending Annual SAFE-D Conference, scheduled for February 6-8, 2025, at the Kalahari Convention Center in Round Rock.

**8. Discuss time, place, date, and agenda items for next meeting**

**9. Adjourn**

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A packet containing all supportive documentation for this agenda is available for inspection at the San Marcos Hays County EMS 2601 Clovis R Barker Rd. Bldg. 10-B, San Marcos, TX 78666 between the hours of 9:00 a.m. to 5:00 p.m.

A handwritten signature in blue ink, appearing to read "John Carlton", is written over a horizontal line.

Attorney for Hays County Emergency Services District No. 9

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Hays County Emergency Services District No. 9 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call John Carlton, Attorney for Hays County Emergency Services District No. 9 at (512) 614-0901 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.

The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open session.