

**Hays County Emergency Services District No. 9 (HCESD No. 9)**  
**At Kyle Fire Department Station No. 1**  
**210 W. Moore St., Kyle, Texas 78640**  
**December 12, 2018 – 6:30pm**

**Regular Meeting**

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

⇒ Commissioner Roger Boyd called the Regular Meeting to order at 6:31p.m. and a quorum was established with Commissioners Diane Hervol, Bruce Schneider, Carla Sisk and Roger Boyd in attendance.

⇒ Commissioner Chris Baker was absent for the entirety of the meeting.

**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 on minutes of the November 14, 2018 meeting;**

⇒ Motion by Bruce Schneider, seconded by Carla Sisk, to approve minutes as submitted.

⇒ Motion passed (4-0).

**4. Discuss and consider action on treasurer's report. Including the payment of invoices, reimbursements, and status of District's deposit of funds;**

⇒ Presentation of treasurer's report, including payment of invoices, reimbursements, and status of District's deposit of funds by Bruce Schneider.

⇒ Motion by Carla Sisk, seconded by Diane Hervol, to approve treasurer's report.

⇒ Motion passed (4-0).

⇒ Motion by Carla Sisk, seconded by Diane Hervol, to approve payment of invoices as submitted.

⇒ Motion passed (4-0).

***At this time, Commissioner Roger Boyd moved forward to posted Agenda Item No. 6***

**6. Discuss and consider action on contingency plan for approval of monthly bills and invoices, and obtaining signatures;**

⇒ Motion by Roger Boyd, seconded by Diane Hervol, to preapprove the treasurer's report and the payment of bills and invoices up to \$200,000.00 in the event a meeting is not able to be held due to lack of quorum with the caveat that two (2) commissioner signatures are acquired .

⇒ Motion passed (4-0).

***Return to posted Agenda Item order***

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

⇒ Presentation by Matthew Weinberg and Chief Swisher.

⇒ Discussion held with no action taken.

7. Discuss and consider action on reimbursement to SMHCEMS for payment of City of Kyle invoice;
  - ⇒ Discussion held regarding FY 2018 net income budget variance due to higher patient revenues and lower costs resulting in \$30,000.00 overage due to HCESD No. 9.
  - ⇒ Motion by Carla Sisk, seconded by Bruce Schneider, to apply ESD No. 9's \$30,000 overage SMHCEMS is holding to the debt.
  - ⇒ Motion passed (4-0).
8. Discuss and consider action on engagement letter for audit purposes from Jansen and Gregorczyk, CPA's;
  - ⇒ Motion by Carla Sisk, seconded by Roger Boyd, to authorize Carla Sisk to negotiate with Jansen and Gregorczyk on behalf of ESD No. 9, concerning the cost of audit services.
  - ⇒ Motion passed (4-0).
9. Discuss and consider action on submittal of required annual report to the Division of Emergency Management;
  - ⇒ Motion by Bruce Schneider, seconded by Carla Sisk, for Diane Hervol, to submit the annual report.
  - ⇒ Motion passed (4-0).
10. Discuss and consider action on reporting completed training for Commissioners to County Commissioner's Court and County Attorney.
  - ⇒ Motion by Carla Sisk, seconded by Bruce Schneider, for Diane Hervol to submit the reported training.
  - ⇒ Motion passed (4-0).
11. Discuss and consider attendance at Texas State Association of Fire and Emergency Services District (SAFE-D), to be held February 7<sup>th</sup>-9<sup>th</sup>, 2019, at Embassy Suites in Frisco, Texas.
  - ⇒ Discussion held with no action taken.
12. Discuss and consider Commissioner's terms of office expiring year end;
  - ⇒ Discussion held with no action taken, all Commissioners are approved for renewal.
13. Discuss and consider action on possible Umland Fire and EMS Station;
  - ⇒ No discussion held, nor action taken.
14. Discuss and consider action on annexation of territory not included in the district, including election costs and calendar of election deadline for 2019;
  - ⇒ No discussion held, nor action taken.
15. Discuss time, place, date, and agenda items for next meeting; and
  - ⇒ The next Regular Meeting of Hays County ESD No. 9 will take place on Wednesday, January 9<sup>th</sup>, 2019 at 6:30p.m. at the San Marcos Hays County EMS facility located at 2061 Clovis Barker Dr., Unit 10B, San Marcos, TX 78666.
16. Adjourn.
  - ⇒ Meeting adjourned at 7:26p.m.

Respectfully submitted,

Diane Hervol  
Secretary HCESD No. 9