

**Hays County Emergency Services District No. 9 (HCESD No. 9)**  
**At Kyle Fire Department Station No. 1**  
**210 W. Moore St., Kyle, Texas 78640**  
**January 13, 2021 – 6:30p.m.**

**Regular Meeting Minutes**

1. Call to order, establish quorum:
  - ⇒ The Regular Meeting was called to order at 6:32 p.m. and a quorum was established with Commissioners Carla Sisk, Diane Hervol and Bruce Schneider in attendance.
  - ⇒ Commissioners Roger Boyd and Chris Baker were absent for the entirety of the meeting.
  - ⇒ Secretary Diane Hervol called for a roll call:
    - ⇒ Carla Sisk – Present
    - ⇒ Bruce Schneider – Present
    - ⇒ Diane Hervol – 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. Individual members of the public may speak 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;

  - ⇒ No public comments were offered at this time.
3. Discuss and consider action on minutes of the December 9, 2020 meeting;
  - ⇒ Motion by Bruce Schneider, seconded by Carla Sisk, to approve the December 9, 2020 minutes as submitted.
  - ⇒ Motion passed (3-0).
4. Discuss and consider action on treasurer's report including the payment of invoices, reimbursements, and status of District's deposit of funds;
  - ⇒ Motion by Carla Sisk, seconded by Diane Hervol, to accept the payment of invoices, as submitted.
  - ⇒ Motion passed (3-0).
  - ⇒ Motion by Carla Sisk, seconded by Bruce Schneider to accept the treasurer's report, as submitted.
  - ⇒ Motion passed (3-0).
5. Review and approve the quarterly investment report.
  - ⇒ Motion by Bruce Schneider, seconded by Carla Sisk to approve the quarterly investment report, as submitted.
  - ⇒ Motion passed (3-0).
6. Discuss and consider engagement of an auditor to perform the following year audit;

- ⇒ Motion by Bruce Schneider, seconded by Carla Sisk, to approve the engagement from Jansen and Gregorczyk to do our annual audit.
  - ⇒ Motion passed (3-0).
- 7.** Discuss and consider SMHCEMS FY 19-20 financial reports;
- ⇒ Presentation by Controller Jolind Tays, MBA.
  - ⇒ Discussion held with no action taken.
- 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 required training hours for Commissioners;
- ⇒ Discussion held with no action taken.
- 10.** Discuss and consider action regarding election of officers for Board;
- ⇒ Motion by Carla Sisk and seconded by Bruce Schneider to maintain current board positions.
  - ⇒ Motion passed (3-0).
- 11.** Approve and accept statements and oaths of office for reappointed Commissioners;
- ⇒ Commissioner Bruce Schneider read the Statement of Elected/Appointed Office and Oath of Office.
  - ⇒ Commissioner Carla Sisk read the Statement of Elected/Appointed Office and Oath of Office.
  - ⇒ Commissioner's will sign both forms which will be witnessed/notarized by Deanna Pickens.
- 12.** Discuss and consider attendance at Texas State Association of Fire and Emergency Services District (SAFE-D) Fall Conference, to be held September 15-17, 2021 at the Fort Worth Convention Center, Fort Worth, Texas;
- ⇒ Discussion held with no action taken.
- 13.** Discuss publication of the annual notice of the address of the District's Administrative office;
- ⇒ Motion by Carla Sisk, seconded by Bruce Schneider to publish the annual notice of the District's Administrative office in the Hays Free Press and the San Marcos Record.
  - ⇒ Motion passed (3-0).
- 14.** Discuss time, place, date, and agenda items for next meeting; and
- ⇒ A Regular Meeting of HCESD No. 9 will take place on Wednesday, February 10, 2020 at 6:30 p.m. with location to be determined per COVID-19 pandemic restrictions.
- 15.** Adjourn.
- ⇒ Meeting adjourned at 7:22 p.m.

Respectfully submitted,



Diane Hervol,  
Secretary HCESD No. 9