



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 San Marcos Hays County EMS

2061 Clovis Barker Dr., #10B, San Marcos, TX 78666

December 11, 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 was held on **Wednesday, December 11, 2024, at 6:30 p.m., at San Marcos Hays County EMS, 2061 Clovis Barker Dr., #10B, San Marcos, TX 78666.**

REGULAR MEETING AGENDA

1. Call to order, establish quorum

- i. The regular meeting was called to order at 6:36 p.m., and a quorum was established with Commissioners Diane Hervol, Erin Abel, Raschel Jarden, Krista Pepau, and Carla Sisk in attendance. Guests in attendance were George Davis, Jill Rosales, Jolind Davis, Ryan Hartman, David Smith, Kate Remick, Pam Reynolds, Scott Robinson, Zach Phillips, Stephen Baer, Jim Swisher, Greg Humphries, and Josh Jacobek.

2. Public Comment

- i. No public comments were offered
- Commissioner Carla Sisk left the room at 18:56
 - Commissioner Carla Sisk entered the room at 18:57

3. Consent Agenda

- a. Discuss and consider action on minutes of the board meeting(s) held November 14, 2024.
 - i. Motion by Krista Pepau, second by Raschel Jarden to approve item a. of the consent agenda.
 - ii. Motion passes (5-0)

4. Reports

- a. Receive monthly report from the Treasurer and consider.
 - Approval of monthly financial report.
 - Approval of payment of monthly bills and invoices.
 - i. Motion by Krista Pepau, second by Erin Abel, to approve the monthly financial report and payments of monthly bills and invoices
 - ii. Motion passes (5-0)
- b. Receive monthly reports from SMHCEMS regarding emergency operations, response times, call volume, training, management activities, and membership. (J. Rosales, P. Reynolds)
 - i. Presentation by Chief Rosales
 - ii. Discussion held with no action taken

5. Committee Updates

- a. Subcommittee regarding EMS residency and buildout of KFD Station 24. (D. Hervol, K. Pepau)
 - i. Discussion held with no action taken



- b. Subcommittee regarding medical director. (D. Hervol, E. Abel)
 - i. Discussion held with no action taken

6. Standing agenda items

- a. Legal updates, input, and questions

At this time, the Board went into Executive Session to receive legal advice from counsel related to new business items 7a, 7b, 7c, 7d, and 7h. Executive Session convened at 7:02 p.m. and ended at 8:37 p.m. No action was taken during Executive Session,

7. New Business

- a. Discussion and possible action on hiring District Administrator.
 - i. Motion by Diane Hervol, second by Carla Sisk, to hire David Smith as the District Administrator for \$162,000 annually.
 - ii. Motion passes (5-0)
- b. Discussion and possible action to approve contract for medical director.
 - i. Motion by Carla Sisk, second by Erin Abel, to approve medical director's draft contract for Dr. Kate Remick.
 - ii. Motion passes (5-0)
- c. Discussion and possible action on leasing office space for the District.
 - i. Motion by Carla Sisk, second by Erin Abel, to appoint Diane Hervol and Erin Abel to a subcommittee on leasing office space.
 - ii. Motion passes (5-0)
- d. Discussion and possible action on purchase of ambulance.
 - i. Motion by Diane Hervol, second by Carla Sisk, to purchase used ambulance, adopt a resolution seeking reimbursement, and seek financing.
 - ii. Motion passes (5-0)
- e. Discussion and possible action to authorize submission of the District's required annual report to the Division of Emergency Management.
 - i. Motion by Carla Sisk, second by Erin Abel, authorizing Diane Hervol to submit the annual report to TDEM.
 - ii. Motion passes (5-0)
- f. Discussion and possible action opening and posting the Administrative Assistant position, declaring an application period, and appointing a review committee.
 - i. Motion by Carla Sisk, second by Raschel Jarden, to post the Administrative Assistant position until December 31, 2024, and appoint Diane Hervol and Erin Abel to the application review committee.
 - ii. Motion passes (5-0)
- g. Discussion and possible action approving the Finance Director job description.
 - i. Motion by Diane Hervol, second by Carla Sisk, approving the Finance Director job description.
 - ii. Motion passes (5-0)
- 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. Motion by Diane Hervol, second by Erin Abel, authorizing legal to start on draft Interlocal Cooperation Agreement.
 - ii. Motion passes (5-0)
- i. Discussion and possible action contracting with Jolind Fritsche Davis for financial services.
 - i. Motion by Diane Hervol, second by Carla Sisk, to extend the financial services contract with Jolind Fritsche Davis by 90 days.
 - ii. Motion passes (5-0)



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- j. Discussion and possible action engaging legal counsel to negotiate an agreement with Hays County ESD #5 regarding Kyle Fire Station 24.
 - i. Item tabled until next meeting
 - k. Discussion and possible action on purchasing shirts for board members as needed.
 - Carla Sisk left the room at 20:45 p.m.
 - i. Motion by Krista Pepau, second by Raschel Jarden, to purchase commissioner shirts from ColorMix.
 - ii. Motion passes (4-0-1, with Carla Sisk not voting)
 - Carla Sisk entered the room at 20:46
8. **Discuss time, place, date, and agenda items for next meeting.**
The next regular meeting is scheduled for 6:30 p.m. on Wednesday, January 8, 2025, at the Kyle Fire Department, 210 W. Moore Street, Kyle, Texas.
9. **Adjourn.**
There being no further the business, the meeting was adjourned.

Respectfully submitted,

Raschell Jarden
Secretary, HCESD No. 9

January 8, 2025