

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

### **Notice of Regular Meeting At Kyle Fire Department 210 W. Moore Street, Kyle, Texas 78640 February 15, 2024 – 6:30p.m.**

#### Regular Meeting Minutes

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

- ⇒ The regular board meeting was called to order at 6:30 p.m. and a quorum was established with Commissioners Raschell Jarden, Krista Pepau, Diane Hervol and Erin Abel in attendance.
- ⇒ Commissioner Carla Sisk was absent for the entirety of the board meeting.
- ⇒ Also present was former Commissioner Chris Baker.

**2. Public Comment:**

- ⇒ No comments.

*At this time, the Board changed the order of the agenda items, as follows:*

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

- ⇒ Motion by Raschell Jarden, seconded by Diane Hervol to approve the treasurer's report, including the payment of invoices, reimbursements, and status of District's deposit of funds.
- ⇒ Motion passed (4-0).

**3. Statement and Oath and swearing in of appointed HCESD No. 9 Commissioners, Erin Abel, Krista Pepau and Diane Hervol;**

- ⇒ New Commissioner Erin Abel was sworn in by a public notary, Leah Menard. Diane Hervol was sworn in at the previous board meeting.
- ⇒ New Commissioner Krista Pepau was sworn in by Leah Menard, public notary, on February 5, 2024.

**12. Approval of District's financial audit and filing audit with county;**

- ⇒ Motion by Diane Hervol, seconded by Raschell Jarden to approve the District's 2023 financial audit and filing audit with county.
- ⇒ Motion passed (4-0).

**4. Discuss and consider election of officers;**

- ⇒ Motion by Diane Hervol, seconded by Raschell Jarden to seat the following positions:
  - ⇒ Diane Hervol – President
  - ⇒ Krista Pepau – Vice President
  - ⇒ Raschell Jarden – Secretary
  - ⇒ Carla Sisk – Treasurer
  - ⇒ Erin Abel – Assistant Treasurer
- ⇒ Motion passed (4-0).

**5. Discuss and consider commissioner updates;**

- ⇒ Discussion held with no action taken.

**6. Discuss and consider updating resolutions regarding disbursements and signature authorization;**

⇒ Signature forms were filled out by the new commissioners Erin Abel and Krista Pepau and submitted to Broadway Bank for disbursement and signature authorization.

**7. Discuss and consider training hours for commissioners;**

⇒ No discussion held, nor action taken.

**8. Discuss and consider attending the annual SAFE-D Conference scheduled for February 22-24, 2024, at the Irving Convention Center;**

⇒ No discussion held, nor action taken.

**9. Discuss and consider action on minutes of the January 10, 2024, regular meeting;**

⇒ Motion by Krista Pepau, seconded by Raschell Jarden, to approve the minutes of the January 10, 2024, regular meeting.

⇒ Motion passed (4-0).

**10. Discuss and consider action regarding obtaining or renewing a Treasurer's bond;**

⇒ No discussion held, nor action taken.

**13. Review and approve quarterly investment report for 4<sup>th</sup> quarter of previous year;**

⇒ Motion by Krista Pepau, seconded by Raschell Jarden to approve the quarterly investment report for 4<sup>th</sup> quarter for the previous year.

⇒ Motion passed (4-0).

**14. Discuss and consider action on Texas Comptroller Special Purpose District Report Financial and Tax Reporting Requirement;**

⇒ Discussion held with action taken.

**15. Discuss and consider action on revised FY 23-24 Budget;**

⇒ No discussion held, nor action taken.

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

⇒ Presentation by Chief Smith, Matt Weinberg, Jim Swisher, Pam Reynolds, and Kayla Cochran.

⇒ Discussion held with no action taken.

**17. Discuss meeting of ESD5 and ESD9 subcommittee regarding EMS residency and buildout of KFD station #4;**

⇒ Remove Chris Baker and add Erin Abel with President Hervol to subcommittee as ESD9 representatives.

**18. Discuss and consider Authorization of Payment of Fees of Office;**

⇒ Discussion held with no action taken.

**19. Discuss and consider action regarding District's strategic planning for the District related to financial and operational projections, including review of projected growth in revenue, population, service demand, impact on response times and provision of service, and public education initiatives and take any related action;**

⇒ Discussion held with no action taken.

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

⇒ HCESD No. 9 will hold a Regular Board Meeting on Wednesday, March 13, 2024, at 6:30 p.m., at SMHCEMS, 2061 Clovis Barker #10b, San Marcos Tx 78666.

**21. Adjourn.**

⇒ The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Jarden', with a stylized flourish at the end.

Raschell Jarden,  
Secretary, HCESD No. 9

DRAFT