

Hays County Emergency Services District No. 9
Kyle Fire Department Station 1 (Miller-Whitaker)
210 W. Moore St. – Kyle, Texas 78640
November 8, 2017 7:00 p.m.
Regular Meeting Minutes

1. Call meeting to order;
 - (a) Called to order at 7:03 p.m. and a quorum established with Commissioners Roger Boyd, Diane Hervol, Bruce Schneider, and Chris Baker present.
2. Public Comment: No Comments
3. Discuss and consider minutes of the October 4, 2017 meeting;
 - (a) Chris Baker motion to accept minutes from October 4, 2017 meeting.
 - (b) Diane Hervol second.
 - (c) Vote (4 – 0 approved).
4. Discuss and consider accepting Open Meetings Act and Public Information Act training certificates from District commissioners;
 - (a) Discussion held, no action taken.
5. Receive a report regarding administrative services provided by Hays County ESD No. 5;
 - (a) Discussion held about board expectations of administrative services to include:
 - (b) Preparations of minutes and agenda.
 - (c) Posting Agenda and reaching out to board members to provide any additional items.
 - (d) Distribute packets, prepare monthly treasure reports and bills/checks.
 - (e) Coordinate with District's attorney for items on agenda that need actions.
6. Discuss and consider approval of Treasurer's bond for posting with Hays County;
 - (a) Discussion held to put bond in place with Hartford Insurance Group for one year for District funds.
 - (b) Administrative staff will request a quote to increase the bond. More information to follow in December 2017 meeting.
 - (c) Chris Baker motion to approve treasurer bond to be in place with Hartford Insurance Group.

- (d) Diane Hervol second.
 - (e) Vote (4 – 0 approved).
7. Discuss and consider Commissioner’s terms of office expiring at year end;
- (a) Discussion held to consider Chris Baker and Diane Hervol commissioners term expiring. Both expressed interest to continue and extend term. No action taken.
8. Discuss and consider treasurer’s report, including the payment of invoices and reimbursements;
- (a) Discussion held, no action taken.
9. Discuss and consider action regarding depository bank for the District, including adopting Resolution Opening Depository Account and Establishing Commissioners as Authorized Signatories;
- (a) Discussion held to create a depository account with Broadway Bank. Each commissioner to sign for an account holder.
 - (b) Diane Hervol motion to adopt resolution.
 - (c) Chris Baker second.
 - (d) Vote (4 – 0 approved).
10. Discuss and consider action on District operations, including administrative assistant duties, bank account operations, drafting and posting agendas and minutes;
- (a) Discussion held, no action taken.
11. Discuss and consider joining SAFE-D and attending the SAFE-D Conference in February;
- (a) Discussion held to have administrative register all Commissioners for conference – SMHCEMS will need to reserve hotel rooms for 5 Commissioners. (in anticipation of the fifth commissioner being appointed in February)
12. Presentation by San Marcos-Hays County EMS on service capability, including personnel, facilities, equipment and future needs;
- (a) Item moved to December 2017 meeting because Chief Smith and his staff being absent in training this week.
 - (b) Diane Hervol motion to table item 12 – 14.
 - (c) Vote (4 – 0 approved).
13. Discuss and consider disaster relief response and large scale event planning;

14. Discuss service provider contract for EMS services within the District;
15. Discuss time, place, date and agenda items for next meeting.
 - (a) The next meeting of the HCESD No. 9 will be held at 7:00 p.m. on Wednesday, December 17, 2017 in the Training Room of the Kyle Fire Department.
 - (b) Adjourned at 7:51 p.m.

Respectfully submitted,
Alma Vazquez
HCESD No. 9

FINAL