



**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 Kyle Fire Department**  
**210 W Moore St., Kyle, TX 78640**  
**on January 8th, 2025, 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, January 8th, 2025, at 6:30 p.m., at Kyle Fire Department, 210 W. Moore St., Kyle, TX 78640.**

**REGULAR MEETING AGENDA**

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

The regular meeting was called to order at 6:36 p.m., and a quorum was present with Commissioners Diane Hervol, Erin Abel, Raschell Jarden, and Krista Pepau in attendance. Commissioner Carla Sisk was absent. Staff in attendance was David Smith. Michael Parsons of The Carlton Law Firm attended via telephone. Guests in attendance were Chief Kyle Taylor, Jolind Davis, Chief Jill Rosales, Jim Swisher, Scott Robinson, Stephen Baer, George Davis, Max Wibel, and Pam Reynolds,

**2. Public Comment**

No public comment was offered

**3. Consent Agenda - Items 3a. and 3b were pulled from consent and considered individually.**

**a. Discuss and consider action on minutes of the board meeting(s) held December 11, 2024.**

Motion by Krista Pepau and second by Raschel Jarden approving the minutes of the December 11<sup>th</sup> 2024 meeting.

Motion passes (4-0).

**b. Publish notice of address of administrative office location.**

Motion by Diane Hervol, second by Erin Abel to publish the administrative office location of the District as 210 W. Moore St, Kyle TX 78640.

Motion passes (4-0)

**4. Reports**

**a. Receive monthly reports from the Treasurer and consider:**

**• Approval of monthly financial report.**

Motion by Krista Pepau, second by Raschell Jarden, approving monthly financial report

Motion passes (4-0)

**• Approval of payment of monthly bills and invoices.**

Motion by Krista Pepau, second by Raschell Jarden, approving the payment of the monthly bills and invoices.

Motion passes (4-0)

**b. Receive monthly reports from SMHCEMS regarding emergency operations, response times, call volume, training, management activities, and membership. (J. Rosales, P. Reynolds)**

Discussion held with no action taken



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**c. District Administrator's Report.**

Discussion held with no action taken

**5. Committee Updates**

**a. Subcommittee regarding EMS residency and buildout of KFD Station 24. (D. Hervol, K. Pepau)**

Discussion held with no action taken

**b. Subcommittee regarding office space for the District (D Hervol, K. Pepau)**

Discussion held with no action taken

**6. Standing agenda items**

**a. Legal updates, input, and questions for Counsel.**

Item was not addressed. No action taken.

**7. New Business**

**a. Approve and accept statements and oaths for reappointed commissioners**

Diane Hervol administered the oath of office to Erin Abel.

Motion by Diane Hervol, second by Erin Abel, approving and accepting statements and oath of office for Erin Abel

Motion passes (4-0)

**b. Action regarding election of officers for Board of Commissioners**

Motion by Diane Hervol, second by Erin Abel, reappointing Diane Hervol to President, Krista Pepau to Vice President, Carla Sisk to Treasurer, Erin Abel to Assistant Treasurer, and Raschell Jarden to Secretary.

Motion passes (4-0)

**c. Review training requirements and compliance status for each commissioner**

Discussion held with no action taken

**d. Discussion and possible action authorizing the purchase of Lexipol KMS policy manual services.**

Motion by Erin Abel, second by Raschell Jarden, to purchase the Lexipol KMS policy manual services.

Motion passes (4-0)

**e. Discussion and possible action to approve subscriptions to the following software/services:**

**i. Adobe Acrobat Pro**

**ii. DropBox Business**

Motion by Erin Abel, second by Raschell Jarden, approving annual subscriptions to Adobe Pro and DropBox business services.

Motion passes (4-0)

**f. Discussion and possible action on leasing office space for the District.**

Item was tabled until the next meeting

**g. Discussion and possible action on the purchase of medical equipment from Biomedical Equipment Company:**

**i. LifePack gen 4, with refurbished 2 bay charger, pouches and strap**

**ii. Stryker Performance Pro XT Cot with Mattress**



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**iii. Ferno EZ Glide 59T Stair Chair**

**iv. Laerdal LSU Suction Unit**

Motion by Diane Hervol, second by Krista Pepau, approving the purchase of medical equipment from Coast Biomedical Equipment Company.

Motion passes (4-0)

**h. Discussion and possible action to purchase unemployment insurance.**

Discussion held, no action was taken

**i. Discussion and possible action on hiring an Administrative Assistant.**

Item was tabled to the next meeting

**j. Discussion and possible action authorizing the District Administrator, or their designee, to apply for an Emergency Medical Services provider license with the Texas Department of State Health Services**

Motion by Erin Abel, second by Krista Pepau, authorizing the District Administrator, or their designee, to apply for an Emergency Medical Services provider license with the Texas Department of State Health Services.

Motion passes (4-0)

**k. Discussion and possible action engaging legal counsel to negotiate an agreement with Hays County ESD #5 regarding Kyle Fire Station 24.**

Item was tabled until the next meeting

At this time, the Board went into Executive Session to receive legal advice from counsel, Government Code sec. 551.071, related to New Business items 7k and 7i. Executive Session convened at 7:42 p.m. and ended at 8:28 p.m. No action was taken during Executive Session,

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

Next meeting set for January 21<sup>st</sup> 2025 at 6:30 p.m. at Kyle Fire Station 21 for a budget workshop and special meeting.

**9. Adjourn**

A handwritten signature in black ink, appearing to read "Raschell Jarden", is written over a horizontal line.

Raschell Jarden (Feb 15, 2025 18:53 CST)

Raschell Jarden, Secretary  
Board of Commissioners

February 12, 2025