

REGULAR MEETING
Cypress Creek EMS Board of Directors
April 29, 2015

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 29th day of April 2015, at the Charles Hooks Education Building Boardroom, located at 7111 Five Forks Road, Spring, Texas at 6:30 p.m., and the roll was called of the duly constituted officers and members of the Board, to-wit:

Jeff Doran	President
Ruben Gonzales	President-Elect
Lacy O'Connor	Treasurer
Dave King	Secretary

Jim Cravens	David Patton
Greg Marwill	Josh Fetner
Linda Mercier	Dave Billings

Silvana Stanzer, Volunteer Representative
Brad England, Executive Director
Levon Vartanian, M.D., Medical Director

All members of the Board were present, except Dirs. Doran, Mercier, and Patton, and Dr. Vartanian, thus establishing a quorum, pursuant to the 22nd Amended By-laws of the Service, dated 26 January 2011. Also present was Sherry Allard, Secretary to the Board of Directors.

President-elect Gonzales called the meeting to order at 6:35 p.m., and the following business was transacted.

The President-elect asked the Board to consider approving the minutes of the March 25, 2015 meeting. **Dir. Marwill moved to approve the minutes of the 25 March 2015 meeting, as written. Dir. O'Connor seconded, and the Board affirmed.**

The President-elect asked Treasurer O'Connor to review with the Board the Treasurer's Report, a copy of which is attached to these minutes as a part hereof. The Treasurer reported a positive cash flow this month. She stated that it appears to be the result of receiving back payments from ESD #11. If any future month should have a negative balance, she noted, Mr. Biancalana will be using the Treasurer's preferred method of reporting it.

Review of the Variance Report followed. Responding to the lower expenditures than budgeted, Mr. England stated that there were fewer employees than predicted last month. Supplying the four (4) new trucks did however exceed budgeted expenditures [a timing situation that will rectify itself over the coming months.] The vehicle maintenance was over budget due to replacing seven (7) air conditioners, the Executive Director stated. Volunteer expenses exceeded predic-

tions, as well, he noted. **Dir. Billings then motioned approval of the Treasurer's report. Dir. Stanzer seconded, and the Board voted unanimously in favor of the motion.**

President-elect Gonzales then recognized Mr. England for the Operations Report, a copy of which is attached hereto and considered a part hereof. The Executive Director stated that statistics ("stats") remained fairly steady this past month. There were seven (7) Life Flite calls. IV stats fell slightly, so the decision was made to provide additional training for personnel. The STEMI (Cardiac Catheterization lab) program has reached 500 calls, maintaining a 98% correctly-diagnosed rate. There were 18 mutual aid calls in territory and 26 calls outside the territory, the Executive Director stated.

Regarding the accreditation program, there have been unexpected expenses, Mr. England stated. The Accreditation Board wants to charge each class \$500, making an additional annual cost \$2,500 for the program. This could cause CCEMS to look for other options for accreditation.

House Bill 2711 deals with the delivery of very disorderly, combative patients with psychological ("psych") problems directly to the hospital psych ward without directive from a physician or hospital. The bill has since been altered to allow medics to deliver such patients to the facility where they should be evaluated. Neither it nor Senate Bill 1377, another bill dealing with the medical field, has yet passed, Mr. England noted.

Dir. Fetner made a motion to approve the Executive Director's report as presented. Dir. King seconded, and the Board vote was unanimous in approval.

The President-elect called for Committee reports at this time.

- *Building:* Dir. King reported that the emergency backup generators on site and at the Comm Center were inspected and found to have some parts missing, possibly due to theft. At Station 2 there was water leak. Both issues have since been repaired.
- *Volunteer Recruitment:* Dir. Stanzer reported that the number of Volunteers totals 130 and that the number of Volunteer hours totals 1,377. When Ms. Pichette was concerned about waning numbers, Dir. Stanzer noted that a number of trainees have now been hired by this Service.
- *Financial Committee:* The Committee, which met twice this month, addressed the importance of precisely labeling variances from the Budget. Mr. England stated that he would have the Budget available for review by the Committee 48 hours before Directors packets are mailed.

After review, Dir. Fetner's motion to approve the Committee reports, duly seconded by Dir. Cravens, unanimously carried.

Old Business was then considered. Dir. Marwill recounted the history of the "Count on us..." trademark and informed the Board that it remains in force and effect until 2018. The Board asked Mr. England or Mr. Nealy to review the related matters with the Special Operations programs.

New Business included Mr. England's information that (1) St. 510 asked if a third party could set up a snow cone stand. The Board did not approve. (2) Following being reported

to OSHA for St. 2's condition, a letter was written regarding the changes under way there. After sending photos from Joiner Engineering's walk through, the station is ready for reoccupation.

Dir. Marwill motioned to enter Executive Session at 7:40 p.m., according to the provisions in The Open Meetings Act, for the purpose of discussing pending or perceived litigation and certain personnel matters. Dir. O'Connor seconded, after which the Board voted in unanimity to approve.

After review, Dir. Marwill's motion to reconvene Open Session at 8:40 p.m., duly seconded by Dir. Stanzer, unanimously carried. The one (1) motion or action attributable to discussion in Executive Session follows.

Dir. King moved to approve hiring a Public Information Officer ("PIO") for the Service, and with the cited salary, as discussed in Executive Session. Dir. Cravens seconded the motion, which passed, with Dir. Marwill abstaining.

THE PRESIDENT-ELECT, NOTING THERE WAS NO OTHER BUSINESS to come before the Board, asked for a motion to adjourn. **Dir. Marwill's motion, seconded by Dir. King, to approve adjournment at 8:45 p.m., carried without dissent.**

Date approved

David King, Secretary of the Board