

REGULAR MEETING  
Cypress Creek EMS Board of Directors  
April 27, 2016

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 27<sup>th</sup> day of April 2016, 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:

Ruben Gonzales	President
Greg Marwill	President-Elect
Dave Billings	Treasurer
David Patton	Secretary
Linda Mercier	Josh Fetner
Jim Cravens	Jeff Doran
David King	

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

Norm Uhl, Public Information Officer ("PIO")

All members of the Board were present, except Dirs. Cravens, Mercier and Dorn, and Dr. Vartanian and Mr. Uhl, thus establishing a quorum, pursuant to the 22<sup>nd</sup> Amended By-laws of the Service, dated 26 January 2011. Also present was Sherry Allard, Secretary to the Board of Directors.

The meeting was called to order at 6:30 p.m., at which time the following business was transacted.

Approval of past minutes was given first consideration by the Board. **After review and motion made by Dir. King, seconded by Dir. Billings, the Board voted unanimously to approve the minutes of the March 30, 2016 meeting, as presented.**

Treasurer Billings next gave the monthly financial report, a copy of which is attached to and considered a part of, these minutes. Medical equipment repair is 199% of the budgeted figure and will doubtless increase throughout the year, he stated. On a positive note, he added, Koronis' billing revenues are 37% over budget. Generally things appear to be going great from a fiscal standpoint. **After review, Dir. Marwill's motion to approve the Treasurer's report, duly seconded by Dir. Patton, carried unanimously.**

Mr. England then presented the Executive Director's Report, a copy of which, made available to Directors prior to the meeting, is attached hereto and considered a part hereof for all purposes. Mr. England reported that March 2016 had the second highest volume in history. He expects April will be even busier still, he added. The statistical report followed:

- there were 9 Life Flight calls;
- IV stats rated 71%;
- STEMI cases are at 99% now;
- Intubations were 100%;
- 18 calls by other EMSs in territory;
- The Open House for the new station on April 23, 2016 went great; local dignitaries, including Congressman Brady attended;
- Nicky received the Texas RADO certification;
- recent class students should be graduated when the new ambulance comes in June;
- Woodlands is doing well on STEMI;
- ALL HOSPITALS WE GO TO ARE STEMI READY!

Mr. England stated that starting this year there were 13 24-hour and 4 float trucks. Now CCEMS has 14 24-hour and 2 float trucks. **Dir. Marwill moved to approve the Executive Director's report as presented. Dir. King seconded the motion, which received unanimous support from the Board.**

At this point in the meeting, President Gonzales recognized the various chairpersons for their respective committee reports.

- *Building:* Dir. King reported that Station 2 is now closed and the crew has moved into Station 510. The building on that property will be bulldozed at no charge to the Service, he added. Mr. Russell (with the ESD) is talking to the ESD about a hookup. Plans and coordination with MUDs should take around 6 months' time. Centerpoint could take 6-8 months' time for their approval, Dir. Marwill noted.

- *Volunteer Recruitment:* Dir. Stanzer reported that March had 106 Volunteers contributing a total of 229 hours. There were 9 activities, with 71 participating. There were 36 introductory candidates, 4 new Members, 6 Volunteers who worked more than 22 hours. Sixteen attended the April orientation, she reported. Average medical protocol numbers 17-19 medicines, whereas CCEMS' protocol has 68 meds, the Executive Director stated.

**Dir. Billings moved to approve the Committee reports as presented. Dir. Marwill seconded the motion, which received unanimous support from the Board.**

When no one offered any Old Business, the President asked for any New Business. One Director noted that Early Voting for ESD #11 was under way. Mr. England stated that mail-in ballots come to Ms. Lightsey, who is preparing a list of names for the Voting Judge.

**Dir. Fetner moved to convene Executive Session at 7:10 p.m., in accordance with The Open Meetings Act, for the purpose of discussing pending and perceived litigation. Dir. Marwill seconded the motion, which received unanimous support from the Board.**

**After consideration, Dir. Marwill's motion to reconvene Open Session at 7:20 p.m., duly seconded by Dir. Stanzer, carried unanimously.** There were neither motions nor actions attributable to discussion in Executive Session.

THE PRESIDENT, NOTING THERE WAS NO OTHER BUSINESS TO COME BEFORE THE BOARD, asked for a motion to adjourn. **Dir. Marwill's motion, seconded by Dir. Patton, to approve adjournment at 7:21 p.m., carried without disagreement.**

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Date approved

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David Patton  
Secretary of the Board