

REGULAR MEETING
Cypress Creek EMS Board of Directors
August 27, 2014

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 27th day of August 2014, 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
Jeff Doran	President-Elect
Lacy O'Connor	Treasurer
Dave King	Secretary
Jim Cravens	Greg Marwill
Bill Graves	Linda Mercier
Beryl Ramsey	David Patton

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

All members of the Board were present, except Dirs. Gonzales and Graves, and Dr. Vartanian, thus establishing a quorum, pursuant to the 22nd Amended By-laws of the Service, dated 26 January 2011. Also present were Kim Jessett and Andrew McKinney, Attorneys for the Service ("Attorneys"); and Sherry Allard, Secretary to the Board of Directors.

Dir. Marwill moved to interrupt the agenda order to recognize the Attorneys and convene Executive Session at 6:45 p.m. for the purpose of discussing pending or potential litigation. Dir. O'Connor seconded the motion to change the agenda order and enter Executive Session, upon which the Board voted its unanimous consent.

Dir. Marwill's motion, seconded by Dir. Ramsey, to reconvene Open Session at 7:15 p.m., carried unanimously. There were no motions or actions taken as a result of discussions held in Executive Session.

The President asked that the approval of past minutes be given next consideration. **After review, upon motion made by Dir. Marwill, seconded by Dir. Stanzer, the Board voted unanimously to approve the minutes of the July 30, 2014 as written.**

Dir. O'Connor was then asked to present the Treasurer's report, a copy of which is attached hereto as a part hereof. She reviewed with the Board the Variance Report, noting only those items that were significantly outside the scope predicted. She questioned the expenditures of \$32,000, compared to the <\$28,000> for one category, wondering whether there was a case of misclassification for the item. She stated that she would speak with Mr. Biancalana

about the matter. It was agreed that fuel should be broken out, and other extra expenditures added to each separate activity. Overall, she stated, the Service was over in income and under in expenses. She also noted that the negative cash flow, which also needs to be discussed. **After review, Dir. King's motion to approve the Treasurer's report as presented, such being seconded by Dir. Ramsey, carried unanimously.**

Mr. England then gave the Executive Director's report, a copy of which is attached hereto and considered a part hereof. Response times are still good, he stated, though this was the first time they had reached the 8 min. mark. Mr. England noted that there were 2,755 calls the prior month, with ten (10) Life Flite transports. The STEMI cases now number 453 (among the participating hospitals) with a 98% success rate.

There were 14 out of territory calls by CCEMS and 5 in-territory calls by other transporters. Float trucks number three (3), and there are 13 24-hour trucks. The Executive Director stated that the order of new ambulances needs to be increased by one (1) as 1 was totaled recently. Insurance has already paid that claim to the Service, he added.

Mr. England informed the Board that Baylor College of Medicine ("Baylor") and the Service have come to an agreement, including Dr. Jenks' presence at CCEMS. The Executive Director explained contract particulars to the Board, **upon which Dir. Marwill motioned approval of the contract with Baylor. Dir. Patton seconded, and the Board voted unanimously in favor of the motion.**

President-elect Doran asked to hear committee reports.

- *Building:* Dir. King reported that the air conditioner at Station 2 is now broken. The building will eventually be bulldozed, he added.
- *Volunteer Recruitment:* Dir. Stanzer reported that Mr. Kiff has implemented the new recruitment policy. The one-on-one mentoring should be of great help, she added. There were nine (9) from the previous Volunteer class. Two (2) of those have already completed the 2nd shift, Dir. Stanzer stated. In several months' time, Mr. Kiff will evaluate the new program to determine how successful it has been.

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

There was no Old Business to discuss.

Under New Business, Dir. Ramsey informed the Board of Methodist Willowbrook Hospital's recent mock heart attack event. The results were really great, she stated.

ABSENT ANY FURTHER BUSINESS TO CONDUCT AT THIS TIME, the President asked for a motion to adjourn. **Dir. King's motion, seconded by Dir. Ramsey, to adjourn the meeting at 7:42 p.m., carried by common consent.**

Date approved

David King, Secretary of the Board