

REGULAR MEETING
Cypress Creek EMS Board of Directors
August 26, 2015

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 26th day of August 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. O'Connor and Stanzer and Dr. Vartanian, thus establishing a quorum, pursuant to the 22nd Amended By-laws of the Service, dated 26 January 2011. Also present were Norm Uhl, the Service's Public Information Officer ("PIO"), and Sherry Allard, Secretary to the Board of Directors.

The meeting was called to order at 6:30 p.m. by President Doran, who announced all business to appropriately come before the Board at this time would be considered.

The President asked that the approval of past minutes be given first consideration. **After review, upon motion made by Dir. Gonzales, seconded by Dir. Fetner, the Board voted unanimously to approve the minutes as corrected.**

President Doran then asked the Executive Director to give a brief overview of the Treasurer's report in Dir. O'Connor's absence. Mr. England stated that there were revenues of \$248,000 more than expected, and expenses were \$606,000 less than budgeted. There has been no need to use the line of credit for over three (3) months' time, he stated. The financial picture is quite good at this time, he added. **Dir. Patton motioned approval of the Executive Director's report. Dir. King seconded, and the Board voted unanimously in favor of the motion.**

President Doran asked Mr. England to continue by giving his Executive Director's report for July 2015, a copy of which is attached hereto as a part hereof for all purposes. He stated that response times are still around eight (8) minutes despite running 3,238 calls in July. That statistic is remarkable considering the staff is using the upgraded CAD system, he added. Last year every month had fewer than 3,000 calls, Mr. England noted.

Station 513 is approximately 1½ months away from completion. As the new trainees are ready, they will be placed on the float trucks, Mr. England stated.

Other statistics include the 13 Life Flite calls, 24 calls by other EMSs in territory, and 34 calls by CCEMS out of territory. With 513 cases, the STEMI program still has a 98% success rate, Mr. England reported.

Unrelated items were noted. Mr. England reported that Dr. Vartanian is no longer affiliated with Houston Northwest Medical Center ("Houston NW"). He is considering other options, Mr. England stated. The Executive Director is looking into new AEDs for the Service. The Executive Director informed the Board that Mr. Nealy received the national Educator of the Year award recently. The Board congratulated Mr. Nealy for the effort that went into receiving such honor.

ESD #11 has suggested that CCEMS meet with the fire departments in an effort to get greater revenue from patient calls. The ESD has not reimbursed the Service for \$157,000 in bills submitted to them, Mr. England stated.

It was noted that the kitchen of the new station was changed from electric to gas. The Board voiced the danger of having gas appliances in certain disasters.

After review, Dir. Marwill's motion to approve the Executive Director's report, duly seconded by Dir. Gonzales, carried unanimously.

Committee reports were next heard.

- *Building:* Dir. King stated that painting and other exterior improvements were being made to some stations. The cost is approximately \$30,000, he added.

Dir. Fetner made a motion to approve the Building Committee report as presented. Dir. King seconded, and the Board vote was unanimous in approval.

Old Business matters were then considered. The Executive Director stated that when the second stock [either Stancorp or Hanover] has been converted, the funds will be placed into a safe account for long-term usage.

New Business was then discussed. The President asked to have the September Board meeting moved up one week, to September 23, 2015. The Board concurred.

After review, upon motion by Dir. Marwill, seconded by Dir. Patton, the Board approved without dissent the convening of Executive Session at 7:05 p.m., in accordance with The Open Meetings Act, for the purpose of discussing contractual and real estate matters, and certain litigation.

After consideration, Dir. Gonzales' motion to reconvene Open Session at 7:50 p.m., duly seconded by Dir. Marwill, carried unanimously. The only item attributable to discussion in Executive Session is the Board's agreement to have Directors [Billings and Patton selected by the President] meet with Commissioners of ESD #11 to discuss budgetary matters.

CITING NO ADDITIONAL BUSINESS BEFORE THE BOARD AT THIS time, Dir. Gonzales' motion to adjourn at 7:51 p.m., seconded by Dir. Marwill, carried.

Date approved

David King, Secretary of the Board