

**REGULAR MEETING**  
Cypress Creek EMS Board of Directors  
January 28, 2015

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 28<sup>th</sup> day of January 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:

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. O'Connor, Marwill, and Ramsey, and Dr. Vartanian, thus establishing a quorum, pursuant to the 22<sup>nd</sup> Amended By-laws of the Service, dated 26 January 2011. Also present were Dave Billings and Josh Fettner, candidates for Board membership, and Sherry Allard, Secretary to the Board of Directors.

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

First considered were the minutes from the November and December 2014 Board meetings. **Upon motion made and seconded by Dirs. Patton and Mercier, the Board voted to approve the minutes of the December meeting [no quorum] and November 23, 2014 meeting, with a minor correction.**

The Executive Director presented the Treasurer's Report in Dir. O'Connor's absence. He stated that the Service was over Budget in revenues as well as expenses, with the result being some \$80,000 to the good. Mr. England stated that the remainder of the report will be given by Dir. O'Connor next month. **Dir. Doran motioned approval of the Treasurer's report. Dir. Stanzer seconded, and the Board voted unanimously in favor of the motion.**

The President recognized Mr. England for the Executive Director's report, a copy of which is attached to these minutes as a part hereof. The Executive Director stated that response times have been fairly stable since December 2014. Items reported, as follow:

- 2,000 more calls in 2014 than in 2013;
- STEMI program, with 474 cases in 3-1/2 years, continues with a 98% success rate;

- There were fourteen (14) mutual aid calls in District by others and 27 calls made by CCEMS out of territory;
- EMT classes are doing quite well; accreditation is recognized by Lone Star College and Sam Houston State University;
- Nothing new from Baylor College of Medicine ("Baylor") regarding the contract;
- The new ambulances should arrive near April, Mr. England stated;
- March 15, 2015 is the St. Patrick's Parade day; Dir. Doran and his crew are well under way;
- ESD #11 elected to do a partial audit, as Mr. Katz, their attorney, questioned the Service's awarding a contract for a project over \$50,000 without soliciting bids;
- Now running three (3) float trucks;
- Paramedics are being hired at this time (we are 12 people short);
- The station being built by ESD #11 is very close to an existing station, now that the Spring Woods development has gone in.

**After review, upon motion made and seconded, the Executive Director's report was approved as presented.**

Committee reports were then heard.

- *Building:* Dir. King reported that bids for the fire escape at St. 51 have not been returned. Otherwise, business as usual, he stated.
- *Volunteer Recruitment:* Dir. Stanzer reported that the Volunteer meeting was in December, and there were 143 Volunteers at that time contributing 126 man hours. A new training class is scheduled for February 2015, she noted.

**After full discussion, upon motion duly made and seconded by Dirs. King and Patton, respectively, the Board voted unanimously to approve the Committee reports.**

At this time, President Gonzales turned over the gavel to President Doran, who thanked the Board for being supportive during the past, difficult year. He asked each of the two Director candidates to state their qualifications and reasons to be appointed to the Board.

Dave Billings gave some of the history of CCEMS and its value to him personally and as a business owner. He would like to serve his community further by being a part of the organization that will assure CCEMS will continue to be #1. Josh Fettner stated that he had been appointed to the ESD Board originally, but not elected when politics dominated the election. He stated he would like to further serve CCEMS as a Board member. Both were thanked for their candidacy and asked to leave the room, as the Board had a closed session next.

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

**After consideration, Dir. Stanzer moved to reconvene Open Session at 7:32 p.m. Dir. Mercier duly seconded, and the motion carried unanimously.** The following motion is attributable to discussion in Executive Session.

**After thorough discussion, upon motion duly made and seconded by Dirs. Cravens and Stanzer, respectively, the question being put to the Board, the Board voted in accord to approve the Salary Committee's recommendations pertaining to Brad England, as discussed in Closed Session.**

Under New Business, the President asked the candidates for President-elect to speak. Dir. Gonzales stated that he has enjoyed serving CCEMS in a leadership role over the years and appreciated Pres. Doran's commitment to the job and Service during the previous year. The President stated that Dir. Marwill's father had just passed, accounting for the Director's absence, but he would like to be considered for the position, as well. **After a brief discussion, a show of hands vote indicated that Ruben Gonzales had been elected by acclamation.**

The President-elect stated that Dir. Ramsey had electronically mailed him her resignation from the Board. It will be placed on the February agenda, it was noted.

The Board then determined to consider adding two (2) new Directors to the Board. **After discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the appointment of Dave Billings and Josh Fettner to the Board of Directors.** The President stated that conversations with some of the Board indicated that Directors King and O'Connor will continue to hold their offices under his term.

ABSENT ANY FURTHER BUSINESS TO CONDUCT AT THIS TIME, the President asked for a motion to adjourn. **Dir. Mercier's motion, seconded by Dir. King, to adjourn the meeting at 7:44 p.m., carried by common consent.**

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Date approved

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David King, Secretary of the Board