

**REGULAR MEETING**  
Cypress Creek EMS Board of Directors  
June 25, 2014

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 25<sup>th</sup> day of June 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. O'Connor and Doran, 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 Kent Twining and Andrew McKinney, the Service's Attorneys (the "Attorney"); and Sherry Allard, Recording Secretary to the Board of Directors.

The President recognized Mr. England, who introduced Mr. Kent Twining and Mr. McKinney to the Board.

The President asked that the approval of minutes be first considered. **After review, upon motion made by Dir. Graves, seconded by Dir. Marwill, the Board voted unanimously to approve the minutes of the 28 May, 2014 meeting as amended.**

The President recognized Mr. England for a brief financial report, as Dir. O'Connor is on vacation. Mr. England stated that revenues are above budgeted predictions some \$600,000, and expenses are approximately \$200,000 over expectations. He added that the changes requested by the Board have been made by the accountant. **Dir. King motioned approval of the abbreviated financial report. Dir. Graves seconded, and the Board voted unanimously in favor of the motion.**

Mr. England was next recognized by the President for discussion of the Service's May activities. The report is attached hereto and considered a part hereof. As he had foretold, Mr. England stated, there are now 13 full-time (24-hour) ambulances and three (3) float trucks on the roads. Response times were 7 mins. 44 secs. in May, he reported. He added that prep times are getting faster. There were ten (10) Mutual aid assists in CCEMS' territory, and nine-

teen (19) calls responded by CCEMS outside the territory. IV statistics were 73% on the first try, and intubations were 100%.

The Executive Director stated that CCEMS received Methodist Hospital's awards for best Stroke and STEMI times for the second year. The Service also was recognized with the Silver AHA award, the Executive Director noted.

The Emergency Care and Safety Institute ("ECSI") has designated CCEMS an official Education Center.

The Executive Director reported that Dr. Jenks apparently received a substantial raise at Baylor College of Medicine that makes retaining his services at CCEMS problematic. **Dir. Graves motioned to decline approval of a contract with Dr. Jenks. Dir. Stanzer seconded, and the Board voted unanimously in favor of the motion.** Mr. England stated that he hopes he can find a physician from the University of Texas medical program.

**After review, Dir. Ramsey's motion to approve the Executive Director's report as presented, such being seconded by Dir. Patton, carried unanimously.**

Committee chairs were asked to report on activities during the month.

- *Building:* Dir. King reported that Station 3 has shower problems, and Station 52 has air conditioner problems. Otherwise uneventful, Dir. King stated.
- *Volunteer Recruitment:* Dir. Stanzer reported that Holly, Jim van Hooser, Dir. Marwill, Mr. England and herself met to discuss some of the issues relating to Volunteer retention. They cited the rigorous training that CCEMS recruits undergo as one item. Dir. Stanzer stated that Holly has obtained 100 Astros baseball tickets as rewards and will be photographing the Volunteer of the month. Dir. Marwill stated that he feels it is possible to make the process less stressful. He felt that perhaps a summer, family-type event could be a positive reinforcement. The President stated that another approach could be "earn buying power through volunteering", enabling purchase of books, payment of classes, etc.
- *Health Care Task Force:* No report.

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

With no Old Business being offered, the matter was tabled.

Under New Business, the President recognized Mr. McKinney, who informed the Board that there are matters for consideration in Executive Session. **Dir. Graves moved to convene Executive Session at 6:55 p.m., in accordance with The Open Meetings Act, for the purpose of discussing pending and potential litigation. Dir. Marwill seconded the motion, which received unanimous support from the Board.**

**Dir. Graves motioned to reconvene Open Session at 7:15 p.m. Dir. Marwill seconded, upon which the Board voted its unanimous consent.**

**After review, Dir. Marwill's motion to accept the advice of Counsel regarding discussion in Executive Session, duly seconded by Dir. Graves, carried unanimously.**

**NOTING THERE WERE NO OTHER AGENDA ITEMS TO DISCUSS, Dir. Ramsey's motion to adjourn at 7:25 p.m., which motion was duly seconded by Dir. Marwill, carried by unanimous vote.**

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Date approved

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David King, Secretary of the Board