

**REGULAR MEETING**  
Cypress Creek EMS Board of Directors  
May 27, 2015

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 May 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. Doran, Patton, and Stanzer, 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 Norm Uhl, the Service's Public Information Officer, and Sherry Allard, Secretary to the Board of Directors.

The meeting was called to order at 5:35 p.m. by President-elect Gonzales, at which time the following business was transacted.

The President-elect asked that the approval of past minutes be given first consideration. **After review, upon motion made by Dir. Mercier, seconded by Dir. Billings, the Board voted unanimously to approve the minutes of the April 29, 2015 meeting as corrected.**

The President-elect next recognized Treasurer O'Connor to present the Treasurer's Report, a copy of which is attached hereto as a part hereof. The Treasurer reviewed with the Board the Variance Report, in which she noted several items of interest. Item 6182: [Special Events] the St. Patrick's Parade promotional items should be categorized under Volunteer Expenses, Dir. O'Connor stated. Item 6213 [Volunteer Expenses] seems too low, she added. Dir. Marwill noted that Koronis' collections are up. **Upon motion made, seconded and unanimously carried, the Board approved the Treasurer's report.**

President-elect Gonzales then asked Mr. England for the Executive Directors Report, a copy of which is attached as a part of these minutes. The Executive Director reported that despite increased call volume, the statistics ("stats") are good. April's call volume was 3,111

calls; only one (1) month last year exceeded 3,000 calls. There were six (6) Life Flite calls. Dr. Vartanian approved the Cy-Fair Hospital team for the STEMI (Cardiac Catheterization lab) program, Mr. England reported.

Mr. England stated that in discussions with the Accreditation Board, it was agreed that the cost for accreditation should cost a total of \$2,500, down from \$15,000.

Certain unrelated matters were then discussed. The Executive Director reported that the ambulances purchased are now being decked out and ready for use. During the recent floods, trauma cases were delivered to Houston Northwest Medical Center for treatment. Dr. Vartanian met with the Attorney to discuss protocols for back and orthopedic surgeons. The Board asked Mr. England to arrange a meeting with the new Sheriff. The recent ESD audit was a clean opinion, Mr. England stated.

There were several articles written about CCEMS during the month. The Executive Director stated. The American Heart Association gave a Gold Award [the first gold awarded] to the Service for its 2-year excellence.

The Executive Director stated that next month the Board may consider selling the Stancorp stock and determining the use of funds resulting from such sale.

**Upon Dir. Marwill's motion to approve the Executive Director's report, seconded by Dir. Cravens, the Board gave its unanimous approval.**

The President-elect asked the Committee Chairmen for their monthly reports at this time.

- *Building*: Dir. King reported nothing unusual. Dir. Billings informed the Board that he and Norm Uhl visited six (6) CCEMS stations during the month, and the two were impressed by the personnel. He noted several observations related to the facilities.
- *Volunteer Recruitment*: No report.
- *Financial Committee*: No report.

**Dir. Marwill motioned approval of the Committee reports. Dir. Mercier seconded, and the Board voted unanimously in favor of the motion.**

Old Business was next discussed. Mr. England stated that he met with a representative from the User Advisory Board ("UAB") regarding the Auditor's recommendations. The Service will no longer collect funds in advance of Comm Center needs, Mr. England stated.

New Business was next considered. Dir. Gonzales discussed some of the By-Laws with the Board, in light of the new Directors. He noted that in absence of the President, the full weight and power of the Presidency falls upon the President-elect. He added that the Board determined years ago not to interfere in day-to-day operations, leaving that business to the Executive Director. Mr. England was asked to forward the By-Laws to each Director.

NOTING THERE WAS NO OTHER BUSINESS TO COME BEFORE THE BOARD, following motion duly made by Dir. Billings and seconded by Dir. King, the Board voted to adjourn at 7:16 p.m.

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Date approved

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David King, Secretary of the Board