

SPECIAL MEETING
Cypress Creek EMS Board of Directors
November 19, 2015

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in special session, open to the public, on the 19th day of November 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
Norm Uhl, Public Information Officer ("PIO")

All members of the Board were present, except Dirs. Mercier, O'Connor and Fetner, and Dr. Vartanian, thus establishing a quorum, pursuant to the 22nd Amended By-laws of the Service, dated 26 January 2011. Also present was Sherry Allard, Secretary to the Board of Directors.

President Doran called the meeting to order at 6:30 p.m. and announced it open for all business to come before it.

The President asked that the approval of past minutes be given first consideration. **After review, upon motion made by Dir. Gonzales, seconded by Dir. Marwill, the Board voted unanimously to approve the minutes of the October 28, 2015 meeting as amended.**

President Doran then recognized the Executive Director for presentation of the Treasurer's report, a copy of which is attached as a part hereof. Mr. England gave only a brief overview in Dir. O'Connor's absence. He stated that revenues are \$376,491 over budget and \$300,000+ over in expenses. The only significant change is an increase in legal fees, he noted. With the fiscal year ending in only two (2) more months, the financial picture looks bright, Mr. England stated. **After review, Dir. King's motion to approve the Treasurer's report as presented, such being seconded by Dir. Patton, carried unanimously.**

The President then called upon Mr. England, whose report, a copy of which is attached hereto as a part hereof, was mailed to the Board previously. He reported that response

times continue to remain steady despite the increased call volume. The Executive Director stated that there have been approximately 3,200 calls to date. Mr. England stated his pleasure in the Comm Center dispatchers, who have responded professionally to the additional call volume.

Unrelated items were then reported.

- Bringing the station at ExxonMobil online has been delayed another fifteen (15) days;
- IV statistics are about the same; first-time intubations were 100%;
- 15 Life Flight calls;
- 14 calls by other EMSs in territory;
- 22 calls by CCEMS out of territory;
- 14 24-hour trucks are now on the streets;
- 3 float trucks
- The International Police IP Emergency Class was held this week at the CCEMS Education Building;
- Dallas hosts the next EMS conference;
- Protocols are still being reviewed by the Medical Director;
- AED quotes have come in, but Mr. England stated that he is not ready to discuss them yet;
- ESD #11 ha no quorum, thus CCEMS' budget has not yet been approved by the ESD.

After discussion, upon motion duly made by Dir. Stanzer, seconded by Dir. Gonzales, and unanimously carried, the Board approved the Executive Director's report.

The President asked to have committee reports given at this time.

- *Building:* Dir. King reported that the interiors of Station ("St.") 501 have been removed. New carpeting is being installed there and at three (3) other stations. The water leak, plus damage to the ceiling, is being repaired. At St. 501, the tire stops were again installed. At St. 56, a truck ran into the front door of the garage. Pres. Dorn thought that cameras might help improve visibility at certain stations. At St. 55 toilet repairs were made, Dir. King noted.
- *Volunteer Recruitment:* Dir. Stanzer reported that in October, of 126 Volunteers, only 7 were active, 34 inactive. CCEMS did not hold an orientation in October, she stated. Seven (7) candidates became Members the month previous, she added.

After discussion, upon motion made and seconded by Dirs. Patton and Billings, respectively, the Board unanimously approved the Committee reports.

Old Business was then considered. Mr. England informed the Board that furniture ordered for St. 513 was to have been paid for by ESD #11.

New Business followed. The President stated that, after last month's meeting, Lacy O'Connor resigned from the Board, leaving a vacancy at the Treasurer's position. The Board was asked to consider an appropriate candidate for the position

Dir. Marwill motioned to enter Executive Session at 6:40 p.m., according to the provisions in The Open Meetings Act, for the purpose of discussing personnel matters and certain litigation. Dir. Billings seconded, after which the Board voted its unanimous consent.

Dir. Marwill's motion, seconded by Dir. Patton, to reconvene Open Session at 6:53 p.m., carried unanimously. There were no motions or actions taken as a result of discussions held in Executive Session.

CITING NO ADDITIONAL BUSINESS BEFORE THE BOARD AT THIS TIME, Dir. Billings' motion to adjourn at 6:55 p.m., seconded by Dir. Stanzer, carried.

Date approved

David King
Secretary of the Board