

**REGULAR MEETING**  
Cypress Creek EMS Board of Directors  
October 29, 2014

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 29<sup>th</sup> day of October 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 Dir. 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 was Sherry Allard, Secretary to the Board of Directors.

The meeting was called to order at 6:30 p.m. by President Gonzales. The following business was transacted.

Approval of the minutes from prior Board meetings was first considered. **Dir. King moved to approve the minutes of the September 24, 2014 meeting, as amended, and the October 15, 2014 special meeting, as presented. Dir. Mercier seconded, and the Board affirmed.**

Consideration of the Treasurer's report, a copy of which is attached hereto as a part hereof, was next undertaken. Dir. O'Connor reviewed with the Board the Variance Report, noting that the Special Operations ("Special Ops") expenses are decreasing at the same time that Koronis' collections increased. Other lower expenses are the Insurance fees, down about 41%, and Special Events expenses, Dir. O'Connor stated. Dir. Graves stated that he would prefer to see certain expenses labeled differently, such as bike team expenses. The Treasurer then gave a verbal recap on a quarter-to-quarter basis. **Dir. Marwill moved to approve the Treasurer's report, as presented by the Bookkeeper. Dir. Doran seconded, and the Board affirmed.**

Mr. England was next recognized for review and consideration of approving the Executive Director's report, a copy of which is attached to these minutes as a part hereof. The

Executive Director noted that response times are holding, despite increasing volume. He then reported other activities for the month.

- Catheterization on the first try still rates 98%;
- STEMI program has now had 450 cases, maintaining a 98% success rate;
- Mr. England spoke with the Attorney General's ("AG") office about the pending waiver regarding certain dispatching; Patricia Harless agreed to help with this matter;
- No response yet from Baylor College of Medicine ("Baylor"); Ren will contact University of Texas ("UT") regarding fellowship(s) with CCEMS;
- Golf tournament was a huge success;
- Provider license has been renewed; additional information is now required; have 30 days to provide it.

**After discussion, upon motion duly made and seconded by Dirs. Patton and Stanzer, respectively, the Board voted unanimously to approve the Executive Director's report and ratify the contract with Baylor.**

At this point, President Gonzales recognized the various chairpersons for their committee reports.

- *Building:* Dir. King reported that bids were solicited for replacing the fire escape at St. 51. Otherwise things were fairly normal.
- *Volunteer Recruitment:* Dir. Stanzer reported that Volunteers worked more than 1358 hours in September. There were no problems related to scheduling. The mentor evaluation program has received a very positive response, she added.

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

Old Business: The President stated that there is still a Board vacancy that could be filled. The President and Committee were asked to make a recommendation(s) from a list of candidates from the Executive Director's office.

In New Business, the Executive Director informed the Board that:

- 1) The ESD #11 2015 Budget shows that CCEMS will receive \$12.25 million next year. The considerable increase is due to the ESD's higher tax rate [\$.0475 per \$100 of assessed valuation ("AV")] upon improved residential and commercial values;
- 2) Upgrades were made to Station 3;
- 3) Station 2 needs rehabilitating, but the work will be put on hold until the road is widened;
- 4) A new heading in the Budget will be entitled "Debt reduction";
- 5) Holiday meeting dates: Board set dates of November 18, 2014 and December 17<sup>th</sup>, 2014.

**After consideration, upon motion duly made and seconded by Dirs. Patton and Marwill, respectively, the question being put to the Board, the Board voted unanimously to enter Closed Session at 7:41 p.m., in accordance with The Open Meetings Act, for the purpose of discussing potential litigation.**

**After consideration, Dir. Graves moved to reconvene Open Session at 8:05 p.m. Dir. King duly seconded, and the motion carried unanimously.** No action was taken as a result of Executive Session discussion.

ABSENT ANY FURTHER BUSINESS TO CONDUCT AT THIS TIME, the President asked for a motion to adjourn. **Dir. Mercier's motion, seconded by Dir. Patton, to adjourn the meeting at 8:102 p.m., carried by common consent.**

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Date approved

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David King, Secretary of the Board