

REGULAR MEETING
Cypress Creek EMS Board of Directors
October 28, 2015

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 28th day of October 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 Dir. Mercier, 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.

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

Approval of the minutes from the previous Board meeting was first considered. The President asked for any corrections to the September 23, 2015 minutes. **Dir. Gonzales moved to approve the minutes of the cited meeting, as corrected. Dir. Billings seconded, and the Board affirmed.**

Dir. O'Connor was then recognized for the Treasurer's report, a copy of which is attached as a part hereof. The Treasurer reviewed the Variance Report with the Board. The Executive Director stated that the unanticipated purchase (and stocking with supplies) of the additional ambulances accounted for the major variances in the medical and preventative maintenance categories. Otherwise there was little to discuss, the Treasurer stated. **Dir. Fetner made a motion to approve the Treasurer's report as presented. Dir. Marwill seconded, and the Board vote was unanimous in approval.**

The President recognized the Executive Director for his September 2015 report, a copy of which is attached to these minutes as a part hereof. He reported that response times remain steady despite an additional 200 calls over last year at this same time. General statistics

were also reported, including the eight (8) Life Flight calls, 20 calls by other EMSs in territory, and 16 calls by CCEMS out of territory.

A budget planning meeting with ESD #11 was held during the month, Mr. England stated. The ESD board members at the meeting approved CCEMS' budget at that time; however the budget still needs approval at the regular meetings.

Unrelated matters were then discussed by the Executive Director. Planning the St. Patrick's Parade for 2016 has begun, he stated. The opening of Station 513 is now 26 days behind schedule.

Dir. Stanzer motioned approval of the Executive Director's report. Dir. Patton seconded, and the Board voted unanimously in favor of the motion.

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

- *Building:* Dir. King stated that painting and re-carpeting the stations is now complete. Estimates for repairs to fire escapes at Stations 510 and 51 are under way.
- *Volunteer Recruitment:* Dir. Stanzer stated that no information was available at the time.
- *Budget and Planning Committee:* The President stated that the Committee met and reviewed the proposed 2016 Budget.

After discussion, upon motion duly made by Dir. Billings, seconded by Dir. Patton, and unanimously carried, the Board approved the Committee reports.

There was no Old Business to discuss.

New Business was then discussed. The President announced that the November Board meeting will be held on Thursday, November 19, 2015 at 6:00 p.m. due to the holiday conflict.

Mr. England noted that staff members have expressed their appreciation for the longevity bonuses approved by the Board last month.

The Executive Director stated that certain contractual matters need to be discussed in Executive Session.

Under such other business as may appropriately come before the Board, the Executive Director stated that he and Mr. Uhl had met with Hermann Hospital representatives during the intervening month. Discussion will be furthered in Executive Session, he noted.

Sheriff Hickman will be the Grand Marshal of the 2016 St. Patrick's Parade, Mr. England stated. The Parade officials identified Feb. 18, 2016 as the date for the Comedy Club benefit.

After consideration, upon motion duly made and seconded by Dirs. Stanzer and Billings, respectively, the question being put to the Board, the Board voted by common consent to enter Closed Session at 7:05 p.m., in accordance with The Open Meetings Act, for the purpose of discussing certain contractual matters and pending or perceived litigation.

Dir. Fetner motioned to reconvene Open Session at 7:29 p.m. Dir. Patton seconded, upon which the Board voted its unanimous consent. The following motion resulted from discussion held in Executive Session.

Dir. Gonzales motioned to approve the CCEMS Budget for 2016 pursuant to discussion in Executive Session. Dir. Billings seconded, after which the Board voted its unanimous consent.

CITING NO FURTHER BUSINESS TO COME BEFORE THE BOARD AT this time, Dir. King's motion to adjourn at 7:32 p.m., duly seconded by Dir. Fetner, carried without dissent.

Date approved

David King, Secretary of the Board