

REGULAR MEETING
Cypress Creek EMS Board of Directors
September 24, 2014

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 24th day of September 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. Ramsey, and Graves, and Dr. Vartanian, thus establishing a quorum, pursuant to the 22nd Amended By-laws of the Service, dated 26 January 2011. Also present were Kim Jessett and Andrew McKinney, Attorneys for the Service ("Attorneys"); and Sherry Allard, Secretary to the Board of Directors.

President Gonzales called the meeting of the Board of Directors to order at 5:30 p.m. and conducted the following business.

The President asked the Board to consider approving the minutes of the August 27, 2014 meeting. **Dir. Mercier moved to approve the minutes of the August 27, 2014 meeting, as amended. Dir. King seconded, and the Board affirmed.**

The Treasurer's report, a copy of which is attached hereto and considered a part of these minutes, was next considered. Mr. England stated that the Service has earned \$800,000 more in revenues, and has expended \$300,000 less, than predicted. The result is a very positive cash flow currently. The line of credit, established when ESD #11 experienced a shortage in revenues, has been paid off. Early this year ESD #11 paid back the \$1,000,000 shortfall from late 2013. Fuel and medical supplies have been broken out to the various programs, classes or events in which they were used, Mr. England noted. **After review, Dir. Marwill's motion to approve the Financial report, duly seconded by Dir. King, carried unanimously.**

Mr. England was called upon thereafter by the President for presentation of the Executive Director's report, a copy which, disseminated to the Board prior to the meeting, is attached hereto and considered a part hereof for all purposes.

Mr. England informed the Board that the Service has experienced 300 more calls this year than at the same time last year. He then reported other activities in the Service.

- STEMI program has now had 450 cases, maintaining a 98% success rate.
- Mr. England met with the construction crew who are demolishing Station 2. He discussed the plans for the County to widen the road. The land will be re-surveyed, etc. The right of way comes right up to the front door of the station, and the well falls within the easement, Mr. England stated.
- Mr. England then addressed the trailer at the Little York Fire Department. A document was found by Dir. Patton that states that the land must first go to the residents before being sold.
- The station being planned by ESD #11[near the Exxon/Mobil development] is predicted to cost \$1.8 million, Mr. England informed the Board.
- There were 6 calls in CCEMS' territory, and CCEMS made 19 calls out of district.
- The EMT class will be starting soon, the Executive Director stated.
- A contract with Baylor and Dr. Jenks is expected soon. Mr. England stated that he would still approach the University of Texas for a similar program.
- The golf tournament was a big success, Mr. England informed the Board.
- Frasier needs only the executed contract to start making the ambulances ordered.
- Mr. England will hold a budget meeting in the near future.
- State Rep. Ms. Riddle stated that she would like to be considered for a position on the Board in 2015 or later.
- Mr. England then discussed the Academy at CCEMS, where students will attend classes and receive college credits at Sam Houston State University and Lone Star College. When a student completes the CCEMS classes, he/she is only two (2) hours short of an Associate's Degree, Mr. England stated. We await only the final approval from the Association.

Dir. Patton motioned approval of the Executive Director's report. Dir. Marwill seconded the motion, which garnered unanimous support from the Board.

President Gonzales asked to hear the committee reports.

- *Building:* Dir. King reported that the air conditioner at Station 511 required replacement of the condenser. The aerobic system needs to be checked as well, Dir. King stated.
- *Volunteer Recruitment:* Dir. Stanzer reported that 1825 Volunteer hours had been contributed in August. Thirteen (13) Volunteers worked more than 30 hours, she noted. Six (6) Volunteers graduated, and six (6) were hired by CCEMS, she added. Mr. England stated that CCEMS is now fully staffed.

Under Old Business, the President stated that he and the Committee would review potential candidates for the Board.

There was no New Business to consider.

After consideration, upon motion duly made and seconded by Dirs. Patton and Marwill, respectively, the question being put to the Board, the Board voted by common consent to enter Closed Session at 6:53 p.m., in accordance with The Open Meetings Act, for the purpose of discussing personnel matters and potential or pending litigation.

After consideration, Dir. Marwill moved to reconvene Open Session at 7:20 p.m. Dir. Mercier seconded, and the motion carried unanimously. No actions or motions were taken as a result of Executive Session discussion.

CITING NO FURTHER BUSINESS TO COME BEFORE THE BOARD AT THIS TIME, **Dir. Stanzer's motion to adjourn at 7:21 p.m., duly seconded by Dir. Mercier, carried without dissent.**

Date approved

David King, Secretary of the Board