

REGULAR MEETING  
Cypress Creek EMS Board of Directors

September 28, 2016

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 28<sup>th</sup> day of September 2016, 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
Greg Marwill	President-Elect
Dave Billings	Treasurer
David Patton	Secretary
Linda Mercier	Josh Fetner
Jim Cravens	Jeff Doran
David King	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. Doran 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 was Sherry Allard, Secretary to the Board of Directors.

President Gonzales called the meeting of the Board of Directors to order at 6:30 p.m.

The President asked that the approval of past minutes be given first consideration. After review, upon motion made and seconded by Dirs. Marwill and Fetner, respectively, the Board voted unanimously to approve as written the minutes of the July 27, 2016 and August 31, 2016 meetings.

President Gonzales then recognized Dir. Billings for presentation of the monthly Treasurer's report, mailed to Directors prior to the meeting and attached hereto as a part hereof for all purposes. The Treasurer stated that the net income for the month was \$2,735,384.27 but noted that there had been payment of vehicles, etc. diminishing the actual total received. The Treasurer stated that Koronis has been doing a great job in bringing in revenues from current, as well as old, accounts.

The Treasurer noted that inflated parade expenses, including monthly charges for printing, have now been re-assigned to their correct account numbers. The Treasurer also stated that next month [September] there will be three (3) payrolls. In general, he stated, the Service is in very good shape financially. **After review, motion made by Dir. Billings and seconded by Dir.**

**Fetner, to approve the Treasurer's report as presented, received unanimous consent by the Board.**

The President then asked Mr. England to update the Board regarding operational matters. His report, a copy of which, mailed previously to the Directors, is attached to, and considered a part of, these minutes. The Executive Director reported that:

- Dispatch times remain steady despite monthly calls exceeding 3,000;
- Four (4) Life Flight calls;
- 17 mutual aid calls by other EMSs in territory;
- 20 out of service area calls by CCEMS;
- Commissioners ("Comms.") LeBoeuf and Pinnard will hold an ESD #11 budget meeting on October 4;
- One (1) new ambulance has been received. Upon receipt of the second vehicle, an older ambulance will be donated to the Maine EMS, as approved by the Board last month;
- The Golf tournament is scheduled for October 3, 2016 and has filled all teams;
- New Supervisors' cars are equipped and fully staffed;
- The Service's EMS License has arrived;
- Longtime member Mr. Hammer passed away recently, and a member of CCEMS was lost this month to a motor vehicle accident ("MVA").

**After discussion, upon motion duly made and seconded by Dirs. Fetner and Patton, respectively, the question being put to the Board, the Board voted in accord to approve the Executive Director's report.**

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

▪ *Building:* Dir. King reported that the plans for the new station [St. 52] were not delivered as expected. Dir. Marwill stated that he had met with Dir. Fetner and Executive Director England regarding the plans and proposed cost for the building. Dir. Marwill would like to see the Committee review the plans, any increase in size, and give formal approval of the facility's plans. **After discussion, upon motion duly made and seconded by Dirs. Marwill and Mercier, the Board voted in accord to authorize the Building Committee to work with the contractor's team on the new station plans, including changes in scope and style.**

▪ *Volunteer Recruitment:* The President stated that the status of Volunteers in the Organization, addressed by the Board recently, continues to concern him. He fears the number of Volunteers will continue to erode for a variety of reasons. The President would like to have additional training available for Volunteers, including access to the Service's training paraphernalia. The Executive Director stated that it had been previously tried and discontinued, due to low participation. The intent of having increased riding and other participation is to instill excellent skills in our Volunteers, Mr. England stated. Volunteers take issue with much training being offered during the week, when they must work, he added. The President noted that Volunteers who are riding less are missing a great deal of training and experience. He added that the Volunteers need to be motivated to improve their skills.

**Dir. Marwill moved to approve Committee reports, as discussed. Dir. King seconded, and the Board affirmed.**

Old Business included the Executive Director reminding Directors to mark their calendars for the Nov. 5 Craft Event both outside and inside the Education Facility

There was no New Business to consider.

THE PRESIDENT ASKED FOR A MOTION TO ADJOURN, as there were no other agenda items to consider at this time. **Dir. Mercier's motion, seconded by Dir. Billings, to adjourn the meeting at 7:05 p.m., carried by common consent.**

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Date approved

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David Patton  
Secretary of the Board