

REGULAR MEETING
Cypress Creek EMS Board of Directors

September 27, 2017

The Board of Directors of Cypress Creek Emergency Medical Services ("CCEMS") met in regular session, open to the public, on the 27th day of September 2017, 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:

Greg Marwill	President
Ruben Gonzales	President-elect
Dave Billings	Treasurer
David Patton	Secretary

Jim Cravens	Linda Mercier
Eric Seymour	Tim Duffy
Enrique Lima	Glen Henning
Elwood "Woody" Mitchell	

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. Marwell, Mercier, Mitchell and Duffy, and Dr. Vartanian, thus establishing a quorum, pursuant to the 22nd Amended By-laws of the Service, dated 26 January 2011. Also present were Tommy Ripley, President of the ESD #11 Board of Commissioners; Holly Pichette; Tyler Eckel and J.D. Edwards, CCEMS Volunteers; and Sherry Allard, Secretary to the Board of Directors.

Vice President Gonzales called the meeting in accordance with the By-laws of the Service and notice posted, and the following business of the Service was conducted.

Vice President Gonzales then recognized J.D. Edwards, who volunteered 108 hours during August and also worked during Hurricane Harvey. He is quite interested in the medical aspect of CCEMS, has fulfilled his training for EMT certification, and has a gentle way with patients. In 2011, he actually volunteered 709 hours for CCEMS. He is pursuing a Bachelor of Science Degree at the University of Texas. He was presented a plaque signifying his accomplishment, plus a CCEMS mug. He is August's "*Volunteer of the Month*."

As there was no meeting in August, the Board invited Mr. Edwards to the September meeting. The September "*Volunteer of the Month*", Tyler Eckel, is away at school and unable to attend this meeting, Ms. Pichette stated. He, too, will have a plaque and a mug commemorating his volunteerism, the Vice President stated. The Board voiced its appreciation for the generosity of their time and talents to help others and commended their leadership and positive attitude.

Approval of prior minutes was given first consideration by the Board. **After review and motion made by Dir. Patton and seconded by Dir. Stanzer, the Board voted to approve the July 26, 2017 meeting minutes as written.**

Vice President Gonzales welcomed Mr. Ripley to the meeting. Mr. Ripley congratulated and thanked the Board for CCEMS' efforts during Hurricane Harvey. The Vice President thanked him for ESD #11's fronting the overtime charges until FEMA funds are received, at which time the Service will reimburse the ESD.

The Vice President recognized Treasurer Billings for his monthly report, a copy of which is attached hereto and considered a part hereof. The Treasurer stated that Koronis' collections over the last period have been greater than anticipated. The greater cash balance is attributable to lower legal bills this year. There being no questions for the Treasurer, **Dir. Seymour motioned approval of the Treasurer's Report, which, after Dir. Patton's second, the Board unanimously approved.**

Vice President Gonzales then recognized Mr. England for the Executive Director's report for the month, a copy of which is attached hereto and considered a part of these minutes.

The Executive Director reported that:

- Call volume for July was 3,313 and for August, 3,505;
- Calls increased considerably with Hurricane Harvey;
- Nine (9) Life Flight calls were made;
- Fifteen (15) mutual aid calls by other EMSs in territory;
- Seventeen (17) calls by CCEMS out of service area;
- STEMI teams are getting faster;
- The required handicapped facilities passed ADA inspection at Station 2;
- Accepted bid for medical supplies (replacement) was \$10,000;
- Loss from Harvey included medical supplies, two (2) computers, and one (1) car;
- Hoping that a new motor will fix the car;
- Fire Dept. experienced 5,426 calls this last period;
- It is expected that the volume caused up to 100 calls to be 'backed up'
- Mr. Uhl has been observing the 9-1-1 service daily to determine a cause;
- Overtime payments totaling \$347,959 have been filed with FEMA; ESD #11 has paid this for now, and we will reimburse upon receipt of funds from FEMA;
- Station 50 (old St. 1) incurred water damage and needs a new roof;
- In Station 510, rain water came through the building; an insurance claim is being filed;
- New Station 52 is now fully paid for;
- 72 people used blood products [130 units], which cost about \$4,500;
- The tax rate for the service area was set at \$.03 per \$100 of taxable valuation; the jurisdiction's value is over \$44 billion;
- CCEMS' tax rate is lowest among neighboring EMSs;
- The Service was recognized with a story in an EMS magazine;
- Mr. and Mrs. Nealy have been at Hooks Airport, augmenting support and donations to families who either lost their homes or are currently displaced; about 100 families have now benefited from their generosity;

- The HOA in Birnam Woods named a local park in Dave King's honor;

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

Vice President Gonzales asked committee chairmen for activity updates.

- *Volunteer recruitment:* Dir. Stanzer reported that 89 Volunteers served 1410 hours during the last period. Three Volunteers are responsible for the majority of those hours: Trist, 251; Kunz, 209, and Wehe, 108. Twenty (20) signed up but only 12 showed up, Dir. Stanzer reported. The Continuing Education class had 18 participating. The September class was canceled. Oct. 4 is the next class. Thirteen (13) have signed up.
- *Legal:* No report. Dir. Gonzales stated that he would like to have Mr. McKinney come to a meeting in the near future to be introduced to the new members.
- *Building:* Dir. Seymour stated that he got some bids for table replacements. Regarding the parking matter, the Executive Director stated that things are being ironed out and should be finished soon.

Dir. Patton motioned approval of the Committee Reports, which, after Dir. Lima's second, the Board unanimously approved.

Old Business was next considered. Mr. England stated that he needed the budget committee to meet with Commissioners Ripley and Pinard, who have been reviewing CCEMS' budget. The Committee, comprised of Dirs. Billings, Seymour, Lima, and Gonzales will attend the Oct. 5, 2017 meeting at 6:00 p.m.

New Business was then discussed. Mr. England informed the Board that ESD #11 Com. LeBouef resigned recently. Josh Fetner, who had been a Commissioner previously during the early days of the ESD, was appointed to fill the vacancy.

Dir. Seymour stated that he had to brag on the Comm Center for its managing 12,000 calls in just several days' time. So far, 800 families have been helped at the Tomball Jet Center, he stated.

The Executive Director stated that 9-1-1 has been having problems, including dropping and not answering calls, recently. Commissioner Plummer of ESD #11 called Mr. England to report that when her husband was recently injured, she could not get an answer to her 9-1-1 call. She finally had to take him into the hospital for treatment. Mr. England stated that he has been working on the matter. Mr. Nealy, the police, and school police departments are trying to catch individuals [kids] perpetrating hoaxes *via* the 9-1-1 system and give them a warning before tickets are written.

Dir. Seymour motioned to enter Executive Session at 7:05 p.m., according to the provisions in The Open Meetings Act, for the purpose of discussing personnel matters and certain litigation. Dir. Patton seconded, after which the Board voted its unanimous consent.

After consideration, Dir. Seymour's motion to reconvene Open Session at 7:18 p.m., duly seconded by Dir. Stanzer, carried unanimously. Actions attributable to discussion in Executive Session follow.

After discussion, upon motion duly made and seconded by Dirs. Henning and Seymour, respectively, the Board voted in accord to take the actions discussed in Executive Session in appreciation of the Volunteers who worked during the hurricane.

CITING NO ADDITIONAL BUSINESS BEFORE THE BOARD AT THIS time, Dir. Patton's motion to adjourn at 7:20 p.m., seconded by Dir. Seymour, carried.

Date approved

David Patton
Secretary of the Board