

REGULAR MEETING
Cypress Creek EMS Board of Directors

March 31, 2021

The Board of Directors of Cypress Creek Emergency Medical Services (“CCEMS”) met in regular session, open to the public, on **March 31, 2021, at 11:30 a.m.**, in the Charles Hooks Education Facility Boardroom, located at 7111 Five Forks, Spring, Texas. Roll was called of the duly constituted officers and members of the Board, to-wit:

Enrique Lima	President	Glen Henning	Past President
Eric Seymour	President-Elect	Dave Billings	
Keith Barber (absent)	Treasurer	Woody Mitchell (virtual)	
David Patton	Secretary		
	Wren Nealy Jr.	Chief Executive Officer “CEO” (virtual)	
	Dr. Levon Vartanian	Medical Director (absent)	

All members of the Board were present either in person or by phone, thus establishing a quorum, pursuant to the 23rd Amended By-laws of the Service, dated 26 February 2020. Also present were: Alison Sulentic (virtual) (“Attorney”) The Sulentic Law Firm, PLLC; George Vie and Dave Feldman, the Service’s (“Attorney”) Feldman & Feldman; Andy Drumheller, the service’s (“Attorney”) DHM Law; Miranda Sevcik, Media Masters; Rene Johnson the service’s (Controller); Jim Van Hooser the service’s (HR Director); Barbara Lightsey, the Service’s Office Manager (Interim Secretary to the Board). Guests in attendance were CCEMS employees Lori Broadrick and Brian Gillman; Dr. Shannon Thompson, the service’s Assistant Medical Director (Fellow)

President Lima called the meeting to order at 11:30 a.m. in accordance with the By-laws and notice posted, and the following business of the Service was conducted.

Item 2 Approval of the February minutes was postponed until a later date to give time for corrections.

A MOTION TO APPROVE THE FEBRUARY MINUTES AS PRESENTED was made by President-Elect Seymour. Second by Past President Henning. Discussion – motion passed unanimously.

Item 3 Controller Johnson presented information on the daily changes to the expense categories. Discussion is complete with ESD #11 to formalize a budget for the future until August. At this time a proposed budget of \$1,359,283.00 per month appears to be a realistic number to expect for ESD #11.

A MOTION TO APPROVE THE FINANCIAL REPORT AS PRESENTED was made by Past President Henning to accept the financial report as presented. Second by Pres-elect Seymour. Second by Mr. Billings. Discussion – motion passed unanimously.

Item 4 CEO Nealy's report (see attached). CEO Nealy introduced Dr. Shannon Thompson, the Service's Assistant Medical Director (Fellow) stating she was on scene of the gas explosion and has made more tactical medic operations than all other Fellows combined. Dr. Thompson addressed the Board with her background and thoughts on her experience. CEO Nealy then introduced the CCEMS staff members who were present as guests, Lori Broadrick, Comm Center Manager, and Brian Gillman, Special Operations Group Coordinator. CEO Nealy then noted that Winter Storm Uri resulted in 6,675 hours of OT. ESD 11 refused to fund these additional wages. The Volunteer program covered 195 hours. Currently there are 35 active volunteers, 2 new volunteers and no resignations.

A MOTION TO APPROVE THE CEO'S REPORT AS PRESENTED was made by Mr. Billings. Second by Past President Henning. Discussion – motion passed unanimously.

Item 5 Committee Reports and recommended actions. President Lima stated that the Nominations Committee could be removed from the committee report until further notice.

A MOTION TO APPROVE TO ENTER INTO EXECUTIVE SESSION was made by Past President Henning. Second by Mr. Billings. – motion passed unanimously at 12:07 p.m.

Item 6 Returned to Open Session at 2:06 p.m.

Item 7 Old business – The final amended budget for the forth coming months will be presented at the April 1, ESD 11 meeting.

Item 8 New business – nothing to discuss.

A MOTION TO APPROVE TO COUNCIL TO SEND LETTER TO ESD 11 AS DISCUSSED was made by Past President Henning. Second by Mr. Billings. – Discussion – motion passed unanimously.


A MOTION TO ACCEPT REVISED LETTER OF INTENT AND AUTHORIZE PRESIDENT LIMA TO SIGN RESOLUTION AS DISCUSSED was made by President-Elect Seymour. Second by Mr. Billings. – Discussion – motion passed unanimously.

Item 9 Adjournment

A MOTION TO ADJOURN was made by Mr. Billings.

NOTING THERE WAS NO OTHER BUSINESS TO COME BEFORE THE BOARD, motion to adjourn at 2:07 p.m., duly seconded carried in unanimity.

4/28/2021
Date Approved



David Patton
Secretary to the Board