

**(Amended) MINUTES OF THE MAY 19, 2011 MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 11**

A Meeting was duly called of the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 11**, which was held on May 19, 2011, at Cypress Creek EMS Education Center, 7111 Five Forks Rd., Spring, Texas 77379.

The Meeting was called to order at 9:00 a.m. by **LYNN LeBOUEF**, President. Those Commissioners present were **LYNN LeBOUEF**, **FRED GRUNDMEYER**, **KAREN PLUMMER** and **THOMAS SLONEK**. Also present were **HOWARD KATZ**, of **COVELER & KATZ, P.C.**, the District's Counsel, **BRAD ENGLAND**, Executive Director of Cypress Creek EMS ("CCEMS"), and **BILL RUSSELL**, of **MYRTLE CRUZ, INC.**, the District's bookkeeper, and members of the public.

The Board first reviewed the Minutes of the April 21, 2011 regular meeting. After review, Motion was made by Ms. **PLUMMER**, seconded by Mr. **GRUNDMEYER** to approve the Minutes. After discussion, the Motion to approve the Minutes was approved by a vote of 4 to 0.

The Board then received a Financial Report from **BILL RUSSELL**, of **MYRTLE CRUZ, INC.**, the District's bookkeeper. He reported that the operating account balance of the District following the prior regular meeting was \$3,564,183.93. Mr. **RUSSELL** also noted the receipt of tax revenue since the prior meeting in the amount of \$134,295.96 tax penalty and interest of \$2,393.48 and interest of \$2,678.24. He reported that as of this meeting and prior to the payment of current bills, \$3,691,828.60 was on deposit at the Prosperity Bank operating account, plus CD/investment accounts of \$1,350,000.00 (6@\$225,000.00), plus interest as to all said accounts/CDs, plus demand deposits of \$12,351.52 (Prosperity Bank), plus \$5,195.79 at TexPool, plus \$226,471.47 at Central Bank, plus \$900,000.00 (4@\$225,000.00), plus interest as to all said accounts/CDs. He also said that all District funds were properly insured and/or secured by pledged securities.

Thereupon, after review, Motion was made by Mr. **GRUNDMEYER**, seconded by Ms. **PLUMMER** to approve the Financial Report as presented. After discussion, the Motion was approved by a vote of 4 to 0.

As part of the Financial Report, the Board then addressed District investments. Mr. **RUSSELL** noted that certain Certificates of Deposit or other accounts were scheduled to mature or warranted revised investment following this meeting. He presented an investment report and investment schedule (compiled with District Commissioner/Investment Officer Josh Fetner). He said that the following CD's were scheduled to mature later this month and recommended the following: none at this time. After review, Motion was made by Mr. **GRUNDMEYER**, seconded by Ms. **PLUMMER** to approve and authorize the investment schedule as outlined in the Financial Report. After discussion, the Motion was approved by a vote of 4 to 0.

The Board then addressed the payment of District bills. After review, Motion was made by Ms. **PLUMMER**, seconded by Mr. **SLONEK**, to approve the payment of District bills as follows:

- | | | | |
|----|--|----|-----------|
| 1. | Myrtle Cruz, Inc. (bookkeeping) | \$ | 1,795.64 |
| 2. | Coveler & Katz, P.C. (legal-April) | \$ | no bill |
| 3. | Coveler & Katz, P.C. (legal-legislative) | \$ | no bill |
| 4. | HCAD (Qrtley assessment) | \$ | 17,473.00 |

After discussion, the Motion was approved by a vote of 4 to 0.

The Board addressed revisions to the District's 2010 budget. Mr. **RUSSELL** said no action was needed.

The Board then addressed the payment of CCEMS Operations and Capital funding as set forth in the Financial Report. Brad England, Executive Director of CCEMS, noted that Operations funding was due at this meeting in the amount of \$603,436.00, based on the 2011 CCEMS budget and current service agreement. After review, Motion was made by Mr. **GRUNDMEYER**, seconded by Ms. **PLUMMER** to approve the payment of CCEMS Operations in the amount of \$603,436.00. After discussion, the Motion was approved by a vote of 4 to 0.

The Board then addressed the payment of CCEMS Capital funding. Mr. England noted that Capital funding was due at this meeting in the amount of \$46,045.24 to Stryker Industries, for stretchers (\$38,671.24) and stair chairs (\$7,374.00). After review, Motion was made by Mr. **GRUNDMEYER**, seconded

by Ms. **PLUMMER** to approve the payment of CCEMS Capital in the amount of \$46,045.24. After discussion, the Motion was approved by a vote of 4 to 0.

The Board then received a report from CCEMS. Brad England, Executive Director of CCEMS, presented the report. He said that a full report with the written information as required by the service agreement had been prepared and mailed for the meeting.

Mr. England, referring to the CCEMS report, noted the line graphs showing responses, response times, dispatch times, fire/ems breakdown in dispatched calls and hospital times as well as for EMS billing collections information.

Mr. England said that in April, Coastal Ambulance transported 9 patients on behalf of CCEMS. He reported that CCEMS responded to 261 STEMI calls to date, with a 97% correct call rate. Mr. England said that 8:16 minutes was the average total response time, with 6:43 the average travel time and average scene time was 23:46 minutes and the average transport at 15:09 minutes. Mr. England said that the average dispatch time at 47 seconds was well under the 90 seconds national average. He also reported that through April 30, CCEMS responded to 10,569 calls, with the prior month's ALS being 1,208 and BLS being 1,173. Mr. England said there were also 3 lifeflights in the prior month.

Mr. England reported that the Paramedic four program with the addition of a second medical director, with Dr. Vartanian and Dr. Escott serving in the capacities was going well.

Mr. England reported that the new Woodlands FD station in the Creekside Estates area was ready to house a CCEMS unit. He also reported that Exxon plans to announce a major relocation project for an area in the District on the eastside of I-45.

Mr. England reported on the initiation of a fellowship program with Baylor College of Medicine. He said this was a very exciting joint program.

After review, Motion was made by Mr. **GRUNDMEYER**, seconded by Mr. **SLONEK** to receive the CCEMS monthly report. After discussion, the Motion was approved by a vote of 4 to 0.

Mr. England then requested approval for the District and CCEMS to approve proceeding with joining a Consortium Sponsorship of a Paramedic

Program with Lonestar College. He presented a sample agreement for review. Mr. England explained that the agreement has to be with the District and it will allow for the continued sponsorship and certification of the CCEMS paramedic education program. Counsel was asked to review the agreement for next meeting. After review, Motion was made by Mr. **GRUNDMEYER**, seconded by Mr. **SLONEK** to approve for the District to move forward with the sponsorship program subject to Counsel's review of the agreement and final action at the next meeting. After discussion, the Motion was approved by a vote of 4 to 0.

The Board next addressed the contract for Station 60 with Gamma Construction on the Harris County ESD No. 16 site. The Guaranteed Maximum Price Agreement was presented. Counsel explained that after the bidding process has now been completed by the contractor, it has proposed to perform the construction project for the guaranteed maximum price of \$1,399,779.00. Counsel said that this action is where the District makes its final decision to proceed with the project. The Board discussed the project and cost. Mr. **LeBOUEF** and Mr. **GRUNDMEYER** said that this seemed to be the price estimated. Counsel asked about financing and the consensus was that the project would be paid for with District reserve funds. After review, Motion was made by Mr. **GRUNDMEYER**, seconded by Mr. **SLONEK** to approve the contract for Station 60 with Gamma Construction for the guaranteed maximum price of \$1,399,779.00. After discussion, the Motion was approved by a vote of 4 to 0.

The Board discussed the proposed Medicaid reimbursement program. Counsel reported that the consultant said the pilot program in Travis County received approval. Mr. **LeBOUEF** said that the program may still be in trouble in Congress with little or no funding. He also said SB 8 in Austin may pull all funding into the state for general revenue which destroys any incentive for local agencies to participate in the program if payment/reimbursement is not assured.

The Board addressed E-View matters.

Counsel delivered a legislative report. He spoke about SB 917/HB 1619 which provide for continuing education for ESD commissioners, consolidation of ESDs, among other matters/ Counsel also discussed SB 100 which could eliminate May as a uniform election date.

There being no further business brought before the Board nor any further

public comment, upon Motion made the meeting adjourned at 10:00 a.m.

Secretary of the Board