

**MINUTES OF THE JUNE 16, 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 June 16, 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, JOSH FETNER, 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 May 19, 2011 regular meeting. After review, Motion was made by Mr. **FETNER**, seconded by Ms. **PLUMMER** to approve the Minutes. After discussion, the Motion to approve the Minutes was approved by a vote of 5 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 \$3,023,078.72. Mr. **RUSSELL** also noted the receipt of tax revenue since the prior meeting in the amount of \$44,869.55 tax penalty and interest of \$1,650.05 and interest of \$1,410.98. He reported that as of this meeting and prior to the payment of current bills, \$3,065,572.82 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 \$12,354.14 (Prosperity Bank), plus \$5,196.11 at TexPool, plus \$226,566.88 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. **FETNER**, seconded by Ms. **PLUMMER** to approve the Financial Report as presented. After discussion, the Motion was approved by a vote of 5 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 5 to 0.

Without objection, the Board then addressed Agenda Item 4, to review revisions to the District 2011 budget. Counsel noted that revisions were due for the cost of the new Station 511 at the HCESD No. 16 site. The Board and Mr. Russell reviewed matters and discussed the approved construction cost and related matters. After review, Motion was made by Mr. **FETNER**, seconded by Mr. **SLONEK** to approve revisions to the District 2011 budget and add a line item for Station 511 construction cost and related cost of \$700,000.00. After discussion, the Motion was approved by a vote of 5 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:

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| 1. | Myrtle Cruz, Inc. (bookkeeping) | \$ | 1,755.88 |
| 2. | Coveler & Katz, P.C. (legal-May) | \$ | 1,330.39 |
| 3. | Coveler & Katz, P.C. (legal-legislative) | \$ | 2,430.00 |
| 4. | Joiner Partnership (Station 511) | \$ | 54,840.47 |

After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed the 2011 tax rate setting process and appraisal reports. Counsel presented the preliminary appraisal report. Counsel noted that the 2010 final valuation was \$27,663,000,000.00. He said the preliminary for 2011 shoed a taxable value (prior to protests and 100% certification) of \$26,340,000,000.00. After review, Motion was made by Mr. **FETNER**, seconded

by Mr. **GRUNDMEYER** to approve for Counsel to prepare and publish the District's Effective Tax Rate calculations. After discussion, the Motion was approved by a vote of 5 to 0.

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. **FETNER**, seconded by Mr. **GRUNDMEYER** to approve the payment of CCEMS Operations in the amount of \$603,436.00. After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed the payment of CCEMS Capital funding. Mr. England noted that NO Capital funding was due at this meeting..

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 May, Coastal Ambulance transported 12 patients on behalf of CCEMS. He reported that CCEMS responded to 269 STEMI calls to date, with a 97% correct call rate. Mr. England said that 8:16 minutes was the average total response time, with 6:37 the average travel time and average scene time was 24:09 minutes and the average transport at 14:57 minutes. Mr. England said that the average dispatch time at 46 seconds was well under the 90 seconds national average. He also reported that through May 31, CCEMS responded to 13,260 calls, with the prior month's ALS being 1,198 and BLS being 1,164. Mr. England said there were also 3 lifeflights in the prior month.

After review, Motion was made by Mr. **SLONEK**, seconded by Mr. **GRUNDMEYER** to receive the CCEMS monthly report. After discussion, the Motion was approved by a vote of 5 to 0.

The Board next reviewed the contract for Station 511 with Gamma Construction on the Harris County ESD No. 16 site.

The Board discussed the proposed Medicaid reimbursement program. The Board asked for the consultant, Kevin Coyle, to attend the next District Board meeting.

The Board addressed E-View matters. There was no update.

Counsel delivered a legislative report. He spoke about SB 917 and delivered a memo which addressed continuing education for ESD commissioners (6 clock hours/yr), consolidation of ESDs, among other matters. Counsel also discussed SB 100 which could complicate May as a District election date.

There being no further business brought before the Board nor any further public comment, upon Motion made the meeting adjourned at 9:30 a.m.

Secretary of the Board