

**MINUTES OF THE FEBRUARY 16, 2012 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 February 16, 2012, 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** (arriving at 9:10 a.m.), 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, including Robert Berlieth, a potential candidate for the upcoming District Board election.

The Board held on Agenda Item 1, regarding the anticipated May 12, 2012 District election pending arrival of District Counsel, Howard Katz.

The Board next reviewed the Minutes of the January 19, 2012 regular meeting. After review, Motion was made by Mr. **FETNER**, seconded by Mr. **GRUNDMEYER** 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. Mr. **RUSSELL** delivered the report. He reported that the operating account balance of the District as of January 31, 2012 was \$2,718,076.63. He also noted the receipt of tax revenue since the prior meeting through January 31 in the amount of \$2,717,639.64, tax penalty and interest of \$2,292.98 and interest of \$662.23. He reported that as of this meeting and prior to the payment of current bills, \$4,138,627.18 was on deposit at the Prosperity Bank operating account, plus demand deposits of \$12,366.38 (Prosperity Bank), plus \$5,199.09 at TexPool, plus CD/investment accounts plus interest as to all said accounts/CDs: \$201,808.33 at Central Bank, \$233,641.82 at Spirit of Texas Bank, \$229,871.44 at Icon Bank, \$223,669.90 at

Vista Bank Texas, plus \$510,550.06 at Compass Bank. 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 Mr. **GRUNDMEYER** 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). After review, Motion was made by Mr. **FETNER**, seconded by Mr. **GRUNDMEYER** 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.

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

- |    |   |    |          |
|----|---|----|----------|
| 1. | Myrtle Cruz, Inc. (bookkeeping)                   | \$ | 1,771.68 |
| 2. | Coveler & Katz, P.C. (legal-January)              | \$ | 2,470.01 |
| 3. | Joiner Partnership (Station 511)                  | \$ | 1,560.00 |
| 4. | <u>Houston Chronicle</u> (legal notices-Election) | \$ | 6,468.65 |

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 \$645,720.00, based on the 2012 CCEMS budget and current service agreement. After review, Motion was made by Mr. **FETNER**, seconded by Mr. **SLONEK** to approve the payment of CCEMS Operations in the amount of \$645,720.00. 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 January, Coastal Ambulance transported 4 patients on behalf of CCEMS. He reported that CCEMS responded to 293 STEMI calls to date, with a 97% correct call rate. Mr. England said that 7:58 minutes was the average total response time, with 6:49 the average travel time and average scene time was 24:18 minutes and the average transport at 16:05 minutes. Mr. England said that the average dispatch time at 52 seconds was well under the 90 seconds national average. He also reported that through January 31, CCEMS responded to 2,250 calls, with the prior month's ALS being 1,364 and BLS being 1,254. Mr. England said there was also 1 life flight in the prior month.

The Board then received a power point presentation by Brad England, Executive Director of CCEMS. He said the presentation addressed the past, present and future of CCEMS, including long term planning. He said the call volume rose from 33,302 in 2005 to 58,482 in 2011, with a projected call volume of 85,397 in 2015. He said CCEMS had 7 active ambulances in 2005 and has 14 at present.

Mr. England reported that CCEMS recently underwent a Medicare inspection and passed. He also noted that current Medicare funding was delayed due to the change-over in the CCEMS bank depository. Mr. **LeBOUEF** asked about drug pricing. After a discussion about a shortage on some medications and drug pricing, Mr. **LeBOUEF** suggested that CCEMS look into average wholesale pricing versus retail pricing to see if there was a saving.

After review, Motion was made by Mr. **FETNER**, 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 then addressed the 2012 Commissioner election. Counsel explained the requisite date and formalities of the election. Counsel explained that three seats were up this year for the May 12, 2012 election. He also explained that elected Harris County ESD boards serve 4-year terms, which became effective in January 2010.

Thereupon, after review, Motion was made by Mr. **FETNER**, seconded by Mr. **GRUNDMEYER** to call the May 12, 2012 Commissioner election. After discussion, the Motion was approved by a vote of 5 to 0.

The Board discussed a possible tax rate proposition on the May 12, 2012 election ballot. The Board discussed whether an increase all the way up to ten cents was necessary and sustainable. There was discussion about proposing a lower tax rate of five or six cents. The Board and Mr. England addressed the expected growth of the District area and the future needs of the EMS service for the area. Thereupon, after review, Motion was made by Mr. **FETNER**, seconded by Mr. **SLONEK** to approve placing on the May 12, 2012 District election a proposition to authorize the maximum tax rate in the District to increase to six cents (\$.06/\$100). After discussion, the Motion was approved by a vote of 5 to 0.

The Board addressed the Election Order as presented. Thereupon, after review, Motion was made by Mr. **FETNER**, seconded by Mr. **GRUNDMEYER** to approve the Election Order and call the May 12, 2012 Commissioner election and tax rate proposition election to authorize a maximum tax rate in the District of six cents (\$.06/\$100). After discussion, the Motion was approved by a vote of 5 to 0.

The Board addressed appointing an Early Voting Clerk. Thereupon, after review, Motion was made by Mr. **FETNER**, seconded by Mr. **SLONEK** to approve appointing Earline Okrulik as Early Voting Clerk for the May 12, 2012 District election. After discussion, the Motion was approved by a vote of 5 to 0.

Counsel said that as previously established by the District, the District election would be based upon the fire districts with all District voters voting in their respective fire district:

**Harris County Emergency Services District No. 11  
voters residing in HCESD No. 7:**

HCESD No. 7 Election Precinct 1

County Precincts: 41, 110, 588

HCESD No. 7 Election Precinct 2

County Precincts: 114, 452, 552, 575, 672, 690, 735

Polling Place

Spring VFD Station No. 78  
26511 Preston Street  
Spring, Texas 77373

Spring VFD Station No. 72  
23000 Northcrest Drive  
Spring, Texas 77389

HCESD No. 7 Election Precinct 3  
County Precincts: 6, 399, 586, 587, 596,  
634, 747

Spring VFD Station No. 73  
4923 Treaschwig Road  
Spring, Texas 77373

HCESD No. 7 Election Precinct 4  
County Precincts: 246, 263, 482, 500, 633,  
851, 874

Spring VFD Station No. 75  
3915 F.M. 2920  
Spring, Texas 77388

**Harris County Emergency Services District No. 11**  
**Voters residing in HCESD No. 13:**

HCESD No. 13 Election Precinct 1

Polling Place

County Precincts: 442, 479, 486, 602, 688,  
691, 768, 805, 828, 878

Cypress Creek VFD Station No. 21  
14415 N. Eldridge Pkwy  
Cypress, Texas 77429

HCESD No. 13 Election Precinct 2  
County Precincts: 481, 519

Cypress Creek VFD Station No. 22  
11900 Cypress-N. Houston Road  
Cypress, Texas 77429

HCESD No. 13 Election Precinct 3  
County Precincts: 478, 484

Cypress Creek VFD Station No. 23  
9860 Cypresswood Drive  
Houston, Texas 77070

HCESD No. 13 Election Precinct 4  
County Precincts: 125, 244, 516, 548, 597,  
609, 823

Cypress Creek VFD Station No. 24  
12073 Perry Road  
Houston, Texas 77070

**Harris County Emergency Services District No. 11**  
**Voters residing in HCESD No. 16:**

HCESD No. 16 Election Precinct 1

Polling Place

County Precincts: 173, 245, 485, 551, 880

Klein VFD Station No. 6  
11300 Gregson Road  
Tomball, Texas 77377

HCESD No. 16 Election Precinct 2  
County Precincts: 82, 112, 451, 484, 513,  
515, 601, 623, 648, 668

Klein VFD Station No. 3  
9755 Landry Blvd.  
Spring, Texas 77679

HCESD No. 16 Election Precinct 3  
County Precincts: 114, 263, 672, 876

Klein VFD Station No. 5  
8134 Dowdell Road  
Tomball, Texas 77375

HCESD No. 16 Election Precinct 4  
County Precincts: 466, 477, 514, 614, 615,  
624, 631, 757, 783, 853

Klein VFD Station No. 7  
5518 Winding Ridge Drive  
Spring, Texas 77379

**Harris County Emergency Services District No. 11**  
**Voters residing in HCESD No. 28:**

HCESD No. 28 Election Precinct 1

Polling Place

County Precincts: 465, 757, 550, 520

Ponderosa VFD Station No. 61  
17061 Rolling Creek  
Houston, Texas 77090

HCESD No. 28 Election Precinct 2

County Precincts: 464, 874

Ponderosa VFD Station No. 62  
18200 Mantana  
Spring, Texas 77388

HCESD No. 28 Election Precinct 3

County Precincts: 399, 657, 883

Ponderosa VFD Station No. 63  
21455 Imperial Valley  
Houston, Texas 77073

**Harris County Emergency Services District No. 11**  
**Voters residing in HCESD No. 29:**

HCESD No. 29 Election Precinct 1

County Precincts: 113, 451, 513, 516, 592,  
614, 623, 669

Polling Place

HCESD #29 Fire Station  
12730 Champion Forest Drive  
Houston, Texas 77066

**Harris County Emergency Services District No. 11**  
**Voters residing in HCESD No. 10:**

HCESD No. 10 Election Precinct 1

County Precincts: 35, 457, 587, 599, 756

Polling Place

Northeast Fire and Rescue  
6930 Cypresswood Point Ave.  
Humble, Texas 77338

**Harris County Emergency Services District No. 11**  
**Voters residing in HCESD No. 17:**

HCESD No. 17 Election Precinct 1

County Precincts: 358, 520, 549, 614, 660, 717, 757

Polling Place

Little York VFD Station 4  
1220 Rushworth  
Houston, Texas 77014

**Harris County Emergency Services District No. 11**  
**Voters residing in HCESD No. 20:**

HCESD No. 20 Election Precinct 1

Polling Place

County Precincts: 113, 468, 516, 592

Northwest VFD Station 4  
5335 Green Pines  
Houston, Texas 77066

Thereupon, after review, Motion was made by Mr. **FETNER**, seconded by Ms. **PLUMMER** to approve designating the election day precincts, polling places and voting times for the May 12, 2012 District election. After discussion, the Motion was approved by a vote of 5 to 0.

Counsel said that as previously established by the District, early voting for the District election would also be based upon the fire districts with all District voters voting in their respective fire district:

Voters may only early vote in their respective Emergency Services District:

Harris County Emergency Services District No. 7:

Spring Volunteer Fire Department Station 75  
3915 FM 2920, Spring, Texas 77388  
Days/Hours: Monday-Friday, 9:00 a.m. – 5:00 p.m.  
Saturday, May 5, 2012: 9:00 a.m. – 12 noon.

Harris County Emergency Services District No. 13:

Cypress Creek Volunteer Fire Department Administration Building  
11900 Cypress N. Houston Road, Cypress, Texas 77429  
Days/Hours: Monday-Friday, 9:00 a.m. – 5:00 p.m.  
Saturday, May 5, 2012: 9:00 a.m. – 12 noon.

Harris County Emergency Services District No. 16:

Klein VFD Administration Building  
16810 Squyres Road, Spring, Texas 77379  
Days/Hours: Monday-Friday, 9:00 a.m. – 5:00 p.m.  
Saturday, May 5, 2012: 9:00 a.m. – 12 noon.

Harris County Emergency Services District No. 28:

Ponderosa Volunteer Fire Department Administration Building/Station 61  
17061 Rolling Creek, Houston, Texas 77090  
Days/Hours: Monday-Friday, 9:00 a.m. – 5:00 p.m.  
Saturday, May 5, 2012: 9:00 a.m. – 12 noon.

Harris County Emergency Services District No. 29:

Champions Area VFD Fire Station  
12730 Champion Forest Drive, Houston, Texas 77066  
Days/Hours: Monday-Friday, 9:00 a.m. – 5:00 p.m.  
Saturday, May 5, 2012: 9:00 a.m. – 12 noon.

Harris County Emergency Services District No. 10:

Northeast Fire and Rescue  
6930 Cypresswood Point Ave.  
Humble, Texas 77338

Days/Hours: Monday-Friday, 9:00 a.m. – 5:00 p.m.  
Saturday, May 5, 2012: 9:00 a.m. – 12 noon.

Harris County Emergency Services District No. 17

Little York VFD Station 4  
1220 Rushworth  
Houston, Texas 77014

Days/Hours: Monday-Friday, 9:00 a.m. – 5:00 p.m.  
Saturday, May 5, 2012: 9:00 a.m. – 12 noon.

Harris County Emergency Services District No. 20

Northwest VFD Station 4  
5335 Green Pines  
Houston, Texas 77066

Days/Hours: Monday-Friday, 9:00 a.m. – 5:00 p.m.  
Saturday, May 5, 2012: 9:00 a.m. – 12 noon.

Thereupon, after review, Motion was made by Mr. **FETNER**, seconded by Ms. **PLUMMER** to approve designating the early polling places and voting times for the May 12, 2012 District election. After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed approving to contract with Hart Intercivics for election support and ballot preparation. Counsel addressed the effects of Senate Bill 100 from the recent Legislature which took Harris County out of election support in May even-numbered year elections. Thereupon, after review, Motion was made by Mr. **FETNER**, seconded by Ms. **PLUMMER** to approve contracting with Hart Intercivics for election support and ballot preparation for the May 12, 2012 District election. After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed making a joint election agreement with all the fire districts located wholly or partly within the boundaries of the District. Thereupon, after review, Motion was made by Ms. **PLUMMER**, seconded by Mr. **FETNER** to approve making a joint election agreement with all the fire districts located wholly or partly within the boundaries of the District for the May 12, 2012 District election. After discussion, the Motion was approved by a vote of 5 to 0.



The Board addressed Station 511 and the payment of construction costs. Mr. **FETNER** reported that the project was proceeding. He said one payment request was received in the amount of \$100,351.50. The Board discussed the project and reviewed the progress. Mr. **FETNER** said the project could be completed in 30-45 days. After review, Motion was made by Mr. **FETNER**, seconded by Mr. **SLONEK** to approve the payment request. After discussion, the Motion was approved by a vote of 5 to 0.

The Board addressed E-View matters. Mr. **FETNER** said there was some news. He said the ball was still with Transtar. He said that Transtar has asked for the identification of all intersections slated to receive E-View equipment. If in fact the remaining intersections are brought on-line for E-View operations, the District's share of the cost will be about \$200,000.00. He said that a county meeting was still to be scheduled over the issues.

The Board then addressed the conveyance to Harris County of the District's interest in land that was foreclosed on by Harris County for failure to pay ad valorem property taxes. Counsel explained the request from Harris County. Counsel said the plan is to develop the property as a park and recreational facility and there is essentially no market for the property. After review, Motion was made by Mr. **FETNER**, seconded by Ms. **PLUMMER** to approve the requested transfer to the county and authorize the Board president to sign any deed of conveyance acceptable by Counsel. After discussion, the Motion was approved by a vote of 5 to 0.

There being no further business brought before the Board nor any further public comment, upon Motion made the meeting adjourned at 10:30 a.m.

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Secretary of the Board