

**MINUTES OF THE JULY 21, 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 July 21, 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. Also present was Ricardo Martinez, an architect with Joiner Partnership, the District's architect for EMS Station 511 and Kevin Coyle of Pubic Consulting Group, the District consultant on Medicaid reimbursement.

The Board first reviewed the Minutes of the June 16, 2011 regular meeting. After review, Motion was made by Mr. **SLONEK**, seconded by Mr. **FETNER** 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 \$2,401,780.08. Mr. **RUSSELL** also noted the receipt of tax revenue since the prior meeting in the amount of \$78,886.02 tax penalty and interest of \$3,587.65 and interest of \$1,229.00. He reported that as of this meeting and prior to the payment of current bills, \$2,484,757.78 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 \$12,356.68 (Prosperity Bank), plus \$5,196.45 at TexPool, plus \$1,125,000.00 (5@\$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. **SLONEK**, 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: renew maturing CDs. 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.

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

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| 1. | Myrtle Cruz, Inc. (bookkeeping) | \$ | 1,775.48 |
| 2. | Coveler & Katz, P.C. (legal-June) | \$ | 954.22 |
| 3. | McCall Gibson (District audit) | \$ | 1,000.00 |
| 4. | Joiner Partnership (Station 511) | \$ | 1,318.71 |
| 5. | HCESD No. 29 (Champions Station payment) | \$ | 67,717.30 |

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 addressed the preliminary appraisal report. He said the certified rolls were due by the end of August.

Without objection, the Board tabled Agenda Items 7 (District 2011 tax rate), 8 (District 2012 budget), 9 (CCEMS 2012 budget).

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 Capital funding was due at this meeting. He said the sum due was \$149,823.33 for new Lukas (cardiac) devices. After review, Motion was made by Mr. **FETNER**, seconded by Mr. **GRUNDMEYER** to approve the payment of \$149,823.33 for new Lukas (cardiac) devices. After discussion, the Motion was approved by a vote of 5 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 May, Coastal Ambulance transported 3 patients on behalf of CCEMS. He reported that CCEMS responded to 273 STEMI calls to date, with a 97% correct call rate. Mr. England said that 8:17 minutes was the average total response time, with 6:45 the average travel time and average scene time was 24:20 minutes and the average transport at 15:16 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 June 30, CCEMS responded to 16,021 calls, with the prior month's ALS being 1,190 and BLS being 1,202. Mr. England said there were also 2 lifeflights in the prior month. Mr. England also gave an update on the Exxon project. He said it appeared that Exxon may be providing the land for an EMS station and a fire station on the campus.

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 received an update on the proposed Medicaid reimbursement program from the consultant, Kevin Coyle of Pubic Consulting Group, the District

consultant on Medicaid reimbursement. He said that the new guidelines have been promulgated and the approved entity structure would not include the District where the delivery of services and receipt of the Medicaid payment is not directly by the political subdivision. There was discussion about this and whether to try to change the proposed rules at the state and/or federal level. Mr. Coyle said the rule was really drafted to exclude for-profit agencies, not for situations like the District where the service provider is a non-profit agency serving only this one political subdivision. After review, Motion was made by Mr. **GRUNDMEYER**, seconded by Mr. **FETNER** to authorize 10 hours of legal time to address the issue. After discussion, the Motion was approved by a vote of 5 to 0.

The Board next reviewed the EMS Station 511 project on the Harris County ESD No. 16 site. Ricardo Martinez, an architect with Joiner Partnership, the District's architect for EMS Station 511 provided an update. He presented a tap fee letter calling for a price of \$18,137.22 for the water and sanitary sewer service. After review, Motion was made by Mr. **FETNER**, seconded by Mr. **SLONEK** to approve the terms of the tap fee letter calling for a price of \$18,137.22 for the water and sanitary sewer service. After discussion, the Motion was approved by a vote of 5 to 0.

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

There being no further business brought before the Board nor any further public comment, upon Motion made the meeting adjourned at 10:01 a.m.

Secretary of the Board