

**MINUTES OF THE OCTOBER 20, 2016 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 October 20, 2016, at Cypress Creek EMS Education Center, 7111 Five Forks Rd., Spring, Texas 77379.

The Meeting was called to order at 9:00 AM by **TOMMY RIPLEY**, President. Those Commissioners present were **TOMMY RIPLEY, KAREN PLUMMER, FRED GRUNDMEYER, LYNN LeBOUEF** and **ROBERT PINARD**. Also present were the District legal counsel John Peeler and Nicole Pierce, of Coveler & Katz, P.C., District book keeper Bill Russell, of Myrtle Cruz, Inc., Cypress Creek Emergency Medical Services ("CCEMS") staff including Executive Director Brad England and Public Information Officer Norm Uhl. Also present were Chad Joiner and Joby Copley of Joiner Architects, special counsel Melissa Michalik of Bracewell, LLP and members of the public.

After a 30 second moment of silence for prayer and reflection, the Board conducted the Pledge of Allegiance to the United States' flag.

The Board then addressed item 4 of the agenda, 2017 Budget. After review, Motion was made by Commissioner **LeBOUEF**, seconded by Commissioner **PLUMMER** to approve the 2017 Budget as presented at the September Meeting of the Board. After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed item 5 of the agenda, 2016 tax rate. After review, Motion was made by Commissioner **PLUMMER**, seconded by Commissioner **LEBOUEF** to adopt \$.039870/\$100 as the District's 2016 tax rate. After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed item 6 of the agenda and reviewed the Minutes of the September 15, 2016 regular meeting. After review, Motion was made by Commissioner **LeBOUEF**, seconded by Commissioner **GRUNDMEYER** to approve the September 15th Minutes. After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed item 7 of the agenda, financial report from the Treasurer and book keeper and payment of District bills. The District received a report from District bookkeeper **BILL RUSSELL**, of **MYRTLE CRUZ, INC.** Mr. Russell reported the deposit of funds into the Compass Bank operating account

property taxes of \$27,506.56, tax penalty and interest of \$4,990.67, and interest of \$384.85. He also noted other time deposit amounts. Mr. Russell reported the closing of the Prosperity Bank account. Commissioner RIPLEY discussed the Bracewell invoicing. The bill will be reviewed further during Closed Session prior to taking action on same. Thereupon, after review, Motion was made by Commissioner **LeBOUEF**, seconded by Commissioner **GRUNDMEYER** to approve the Financial Report and payment of District bills as presented. After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed item 8, report from CCEMS. Brad England, Executive Director of CCEMS, presented the monthly report and provided a verbal summary of same indicating the following: 9 life flights; proposed CCEMS 2017 budget had been developed and will need District approval prior to CCEMS Board approval; one rescue truck has been out of service due to shortage of personnel - 7 medics out due to injury; 2 patients benefit from new blood protocols. After review, Motion was made by Commissioner **LeBOUEF**, seconded by Commissioner **GRUNDMEYER** to approve the monthly report as presented. After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 9, the payment of operations pursuant to current budget and service agreement with Cypress Creek EMS. After review, Motion was made by Commissioner **LeBOUEF**, seconded by Commissioner **GRUNDMEYER** to approve the monthly CCEMS payment in the amount of \$1,003,835.00. After discussion, the Motion was approved by a vote of 5 to 0.

The Board then addressed item 10, acquisition and payment for capital items. Mr. England reported that the remaining half of the E-VIEW bill had been received.

The Board then addressed item 11 of the agenda, action regarding the District website. Mr. **PINARD** reported a meeting with the new provider, NRG Marketing Group. Ms. **PLUMMER** expressed the need to get the other domain under the District's control, also. The outstanding Webwize bills were generally discussed but they were not available for review. No action taken.

The Board then addressed item 12 of the agenda, action regarding construction, improvements, repairs and renovations to District stations. Chad

Joiner of Joiner Architects, Inc. ("Joiner) reported on Station 513: LEED application has been submitted to Green Council though additional information will likely be requested. The review is a thirty day process.

The Board then addressed item 13, real property. No action was taken on this item.

The Board took no action on item 14, Capital Lease Agreement(s) with CCEMS for possession and operation of District owned real or personal property. After review, Motion was made by Commissioner **LeBOUEF**, seconded by Mr. **GRUNDMEYER** to approve the Agreement(s) as presented. After discussion, Motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 15, current District contracts with vendors. Mr. **RIPLEY** reported that he has spoken potential minute-takers who declined and one individual who did offer her services, Sherri Allard. Ms. Allard stated that she has been taking minutes since 1977 including minutes for CCEMS and a MUD. She stated that she has a political science degree, worked with another District previously, has helped with correspondence for CCEMS and has some web experience.

The Board then addressed item 16, administrative responsibilities. After review, Motion was made by Commissioner **GRUNDMEYER**, seconded by Ms. **PLUMMER** to engage the services of Sherrie Allard for minutes and correspondence for the District. After discussion, Motion was approved by a vote of 5 to 0.

The Board then addressed item 17, traffic preemption. Mr. Bill Russell reported that he would be wiring funds today.

The Board then addressed item 18 of the agenda, information requests. No action taken.

The Board took no action on agenda item 19, public comment, as none was offered.

The Board entered Closed Session at 9:30 a.m. and returned to Open Session at 10:14 a.m.

The Board then addressed agenda item 21, the date of the next regular meeting. The November meeting will be held on Thursday, the 17th.

There being no further business brought before the Board nor any further public comment, upon Motion made the meeting adjourned 10:18 AM.

Secretary of the Board