

**MINUTES OF THE JULY 30, 2015 SPECIAL MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 11**

A special Meeting was duly called of the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 11**, which was held on July 30, 2015, at Cypress Creek EMS Education Center, 7111 Five Forks Rd., Spring, Texas 77379.

The Meeting was called to order at 10:00 a.m. by **LYNN LEBOUF**, President. Those Commissioners present were **LYNN LEBOUF, FRED GRUNDMEYER, KAREN PLUMMER, and KEVIN BROST**. Also present were **HOWARD KATZ** and **JOHN PEELER, of COVELER & KATZ, P.C.**, the District's Counsel, Board officers of Cypress Creek EMS ("CCEMS"). Also present were Richard Rothfelder, attorney, Scott Smith, special counsel for the District on real estate, Andrew McKinney, attorney for CCEMS, and members of the public.

Without objection, the Board addressed agenda item 5 regarding the Harris County Office of Homeland Security and Emergency Management Plan and Mutual Aid Agreement. The Board received a presentation from Counsel Howard Katz recommending approval of the Plan. Mr. Katz noted that the Plan included revisions due to recent FEMA guidelines as well as directing attention to reimbursement to mutual aid organizations. Motion was made by Mr. **BROST**, seconded by Mr. **GRUNDMEYER** to approve the Plan with Harris County as proposed. After discussion, the Motion was approved by a vote of 4 to 0.

The Board then addressed item 6 of the agenda, Closed Session. The Board met in closed session to consult with Scott Smith, special counsel for the District on real estate, and review real estate matters from 10:06 – 10:19 a.m.

The Board then returned to Agenda Item 2 and addressed co-location with HCESD No. 7/Spring VFD. Mr. Smith addressed the Board concerning the offer presented by HCESD No. 7 to consider co-location on the Station 75 rebuild to include EMS. Mr. Smith and the Board recommended asking HCESD No. 7 to grant the District a right of first refusal on Station 75, 2920 location, for the portion no longer in use by Spring VFD or HCESD No. 7. Motion was made by Mr. **BROST**, seconded by Mr. **GRUNDMEYER** for Mr. Smith to contact HCESD

No. 7 as discussed. After discussion, the Motion was approved by a vote of 4 to 0.

The Board re-entered closed session to consult with legal counsel, Howard Katz, and proposed special counsel, Richard Rothfelder, to discuss litigation issues from 10:22 – 11:04 a.m.

The Board then addressed item 3 of the agenda regarding engagement of special counsel for litigation matters. Motion was made by **MS. PLUMMER**, seconded by **Mr. GRUNDMEYER** to engage the services of Richard Rothfelder as special counsel for litigation matters. After discussion, the Motion was approved by a vote of 4 to 0.

The Board addressed item 4 of the agenda to approve instituting legal actions. Special Counsel Richard Rothfelder was instructed to take action to enforce the previous requests for submission of financial information from CCEMS to the District under the service contract. Motion was made by **MS. PLUMMER**, seconded by **Mr. GRUNDMEYER** to approve implementation by Richard Rothfelder to retrieve financial data from CCEMS. After discussion, the Motion was approved by a vote of 4 to 0.

The Board received public comment. Steve Thurber of Memorial NW area voiced his concern on how his and other's tax funds are being spent. Mr. Thurber's two main concerns regarded the response time and the qualified personnel attending at the scene. Mr. Thurber expressed his opposition to making changes to a system which he believes works well now. Mr. Thurber then inquired as to the availability of information pertaining to regional EMS organizations which would provide him with pertinent data relative to CCEMS.

There being no further business brought before the Board nor any further public comment, upon Motion made the meeting adjourned at 11:11 a.m.

Secretary of the Board