



ETHAN Health Meeting Minutes

Date: 3/24/25

Time: 11:30AM – 12:30PM

Location: The Ion – 4201 Main Street, Houston, Tx 77002

Facilitator: Dr. Tran/ Gaby Rowe

Note Taker: Hima Brahmbhatt/ Brittany Sutton

Attendees:

Dr. Theresa Tran, Dr. Esmail Porsa, Lindsay Lanagan, Lori Upton, Raamel Mitchell, Dr. David Persse, LaShonda, Gaby Rowe, Varun Garg, Hima Brahmbhatt, Brittany Sutton

Absentees:

Chris Newport, Jessica Coffey

Agenda

1. Call to Order
2. Ratify 03/04/25 ETHAN Health Board Meeting Minutes
3. Discussion and Possible Action Concerning:
 - a. Update on ETHAN Health Cutover
 - b. Financial Review
4. Other business
 - a. Other Business
 - b. Set date for next board meeting
5. Adjourn

2. Key Discussion Points

1. Call to Order
2. Ratify 03/04/25 ETHAN Health Board Meeting Minutes
 - a. All in favor – No discussion – minutes passed.
3. Update on ETHAN Health Cutover
 - a. All HFD ambulance devices were updated to ETHAN Health LGC accounts except 16 devices out of 324 (4.94%). These devices are usually offline and never used for ETHAN in the past.
4. Financial Review
 - a. ETHAN Health is currently working under budget.



1. Dates have been balanced between COH deadlines and ETHAN Health LGC Deadlines
2. Other Business
 - a. Other business
 1. We have secured a law firm and they are on retainer
 2. We are in final negotiations with Insperity
 - a. Plan to get offer letters, employment letter to administer coordinator for ETHAN but need motion for Board for Chair to be able to sign off on the employment letters.
 3. We have secured a booth at the 2025 Texas EMS Medical Director Conference, April 23-28 in College Station. At this conference we will be passing out marketing materials.
 4. Launch Information
 - a. It has been decided to use GHHC for this transition. The contract from COH will be reassigned to the LGC. Harris County Ride, Shift Admin contracts will also all be reassigned to the LGC.
 - b. GHHC has interwoven the ETHAN code into their own programs, and it will not be possible to extract in time.
 5. All laptops for Physicians and administrative assistant have been procured.
 - a. Contract with T-Mobile will be signed to provide all hotspots to Physicians.
 - b. Cell phones have been purchased
 6. Banking
 - a. Online banking and credit cards have been taking longer than expected but should be completed after the holiday weekend.
 - b. Set date for next board meeting
 1. Should be before the cutover - Last week of February
 2. ~~02/28/25 at Harris Health 11:00-12:00PM~~
Rescheduled due to delay in licensing agreement discussions
 - a. 03/04/25 – 4:00PM – Virtual Meeting



3. Motions and Decisions

The board discussed the following Motions and Decisions and voted in favor of each action as follows:

- **Ratify 03/04/25 ETHAN Health Board Meeting minutes**
 - Board Vote
 - **For:** Dr. Theresa Tran, Dr. Esmacil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton, Mr. Raamel Mitchell
 - **Against:** None
 - **Abstain:** None
 - **Motion Passed:** 5-0-0
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5. Next Steps & Future Meetings

Next Meeting:

April 25, 2025 – 8:30 AM – 9:30AM

The Ion – 4201 Main Street, Houston, Tx 77002

Next Meeting Agenda Items:

1. Call to Order
 2. Ratify 03/24/25 ETHAN Health Board Meeting minutes
 3. Discussion and Possible Action Concerning:
 1. Live Demo of ETHAN
 4. Other Business
 1. Other business
 2. Set date for next board meeting
 5. Adjourn
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Meeting Adjourned: 12:32PM

Minutes Submitted by: Hima Brahmbhatt/ Brittany Sutton