



ETHAN Health Meeting Minutes

Date: 11/10/25

Time: 3:00-4:00PM

Location: Virtual - Teams

Facilitator: Dr. Tran/Gaby Rowe

Note Taker: Jessica Coffey/Brittany Sutton

Attendees:

Dr. Theresa Tran, Chris Newport, Dr. Esmaeil Porsa, Gaby Rowe, Jessica Coffey, Brittany Sutton, Hima Brahmhatt, Varun Garg, Lori Upton, Dr. David Persse

Absentees:

Raamel Mitchell, Lindsay Lanagan

Agenda:

1. Call to order
 2. Approval of Minutes
 1. Ratify minutes from the September 21, 2025 ETHAN Health Board Meeting.
 2. Ratify minutes from the October 31, 2025 ETHAN Health Board Meeting.
 3. Discussion and Possible Action Items:
 1. ETHAN Health Audit Review with Weaver
 4. Other Business
 1. Set Date & Time for next meeting
 5. Adjourn
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2. Key Discussion Points

1. Review of ETHAN Audit by Weaver
 - a. Review of required communications in the audit letter to board.
 - i. There were no significant difficulties, no corrected misstatements or fraud.
 - ii. There were 4 audit entries corrected by Management.
 1. Entries to journal entries that needed to be corrected - Management has made these changes.



- b. Management discussion was omitted due to it being a very comparative analysis and with this being ETHANs first year of operations there was nothing to put in this section that would be helpful to the audit.
- c. Deficiency in Internal Controls - Material Weakness
 - i. Preparation of Financial Statements - Changes that needed to be made to the journal entries
 - 1. ETHAN will plan on finding additional resources
- 2. Meeting with the HFD Fire Chiefs
 - a. Dr. Persse met with all 4 district chiefs to discuss how ETHAN can be helping to avoid ambulance shortages.
 - b. Gaby and Dr. Persse looked at the records and it seemed that about 25% of the time, ETHAN could have been used.
 - c. Dr. Persse did an experiment 2 weeks ago and had senior captains watching dispatches as they occur. When the Captains reminded the department as a call came in that would be a good fit for ETHAN, usage went up.
 - i. It was proposed to have a captain do this through July
 - ii. Another proposal was incentives. The chief was very motivated to allow incentives/programs.
 - d. There is already an order in place from April 2024 stating ETHAN should be used for low acuity cases.
 - i. This order will be restated and reshared.
 - e. Training of new talent will also help but will be hard to continue when working with established EMS.
 - f. Re-establishing the Taber Program could be helpful - When the fire department hires new people, they are hired and trained as EMT's first and needed to be successful to move over to FD training.
 - g. As we roll these changes out, we will be updating the board.
 - h. Total transports are 500 a day
 - i. ETHAN transports 10-15 a day
 - ii. ETHAN the way it is currently configured could do about 8 patients an hour
 - iii. If we experience peak patterns, we can always do double shifts, but we are not there yet.
 - i. One example recently is that a person was having a stroke at a local clinic.
 - i. There was no ambulance available and needed to get permission to pick up a patient in a firetruck.
 - ii. HFD is already at the point where
 - iii. There were 32 ambulances both medic and basic that were sitting at hospitals.
 - 1. 30% of the basic ambulance records Dr. Persse read could have gone by ETHAN.
- 3. Uber has continued to do well. Rides have been working well and consistently are being completed as scheduled.
 - a. Lyft is in preliminary conversation.



4. Board Meeting Schedule
 - a. Last board meeting of 2025
 - b. Next meeting we will share a 2026 Calendar of Board Meetings
 - c. Close Meeting requested for next meeting
 - i. We will review ILA procedures with GrayReed
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3. Motions and Decisions

The board discussed the following Motion and voted in favor of the below:

- **Ratify ETHAN Health September 21, 2025 and October 31, 2025 Board Meeting minutes**
 - Board Vote
 - **For:** Ms. Lori Upton, Dr. Esmil Porsa, Dr. Theresa Tran
 - **Against:** None
 - **Abstain:** None
 - **Motion Passed:** 3-0-0
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5. Next Steps & Future Meetings

- **Next Meeting:**
 - January 7, 2026 - Closed Board Meeting
 - 8th Floor Directors Conference Room
8000 N. Stadium Dr Houston, TX 77054
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Meeting Adjourned: 4:56PM

Minutes Submitted by: Jessica Coffey

