

Before the Board of Supervisors

County of San Joaquin, State of California

B- 92-459

MOTION: **BARBER / WILHOIT**

REVISED EMERGENCY MEDICAL CARE COMMITTEE BYLAWS

IT IS HEREBY ORDERED by this Board of Supervisors that the revised
Emergency Medical Care Committee Bylaws, dated January, 1992 be approved.

I HEREBY CERTIFY that the above order was passed and adopted on MAR 2 4 1992
by the following vote of the Board of Supervisors, to wit:

AYES: **BARBER, WILHOIT, COSTA, SOUSA, SIMAS**

NOES: **NONE**

ABSENT: **NONE**

ABSTAIN: **NONE**

Copies to:

JORETTA J. HAYDE
Clerk of the Board of Supervisors
County of San Joaquin
State of California

By JORETTA J. HAYDE
Deputy Clerk

EMERGENCY MEDICAL CARE COMMITTEE

OF

SAN JOAQUIN COUNTY

BYLAWS

ARTICLE I

Background and Purpose

Section 1 - Background

Complying with Chapter 9 (commencing with Section 1750), Division of the Health and Safety Code, the San Joaquin County Board of Supervisors established the Emergency Medical Care Committee (EMCC) in 1980. The EMCC is established to promote and coordinate improve emergency medical services in San Joaquin County and is advisory to the Board of Supervisors and to the San Joaquin EMS Agency as the Local EMS Agency.

Section 2 - Purpose

The purpose of the EMCC, as defined by Sections 1797.274 and 1797.276 of the California Health and Safety Code and additionally defined by the Board of Supervisors in 1980, is as follows:

- a. Review, at least annually, the operations of each of the following:
 1. Ambulance services operating within the County
 2. Emergency medical care offered within the County
 3. First aid practices in the County
- b. Provide recommendations to the Board of Supervisors and to the San Joaquin EMS Agency on all matters relating to emergency medical services, including the following:

1. First Aid
2. Ambulance Service
3. Communications
4. Medical Equipment
5. Training
6. Personnel
7. Facilities
8. Other matters as directed by the Board of Supervisors

- c. Report, at least annually, to the Advisory Health Council, the State EMS Authority and to the North San Joaquin Valley Health Systems Agency its observations and recommendations relative to its review of the items contained within Section 2, subsections a and b above.
- d. Identify emergency medical services system requirements in San Joaquin County and propose and implement, where feasible, programs to meet the system requirements.
- e. Resolve, where possible, instances where component parts of the emergency medical services system are inefficiently integrated.
- f. Identify public education and training needs in the area of emergency medical services.
- g. Provide analysis and recommendations regarding proposed legislative issues affecting emergency medical services.
- h. Review plans developed by the Local EMS Agency for the purposes of improving emergency medical services, providing direction to the EMS activities and ensuring coordination between all EMS components.
- i. Coordinate with other EMCCs, agencies and EMS personnel in the San Joaquin Valley and Mother Lode area and with the Alpine, Mother Lode, San Joaquin EMS Agency.

Any recommendations or actions taken by the EMCC shall be in compliance with Division 2.5 (commencing with Section 1797) of the Health and Safety Code and shall be consistent with any associated provisions set forth by the State EMS Authority.

ARTICLE II

Meetings and Quorum

Section 1 - Regular Meetings

The EMCC shall meet at least six (6) times per year. The meeting time and location shall be specified by the EMCC.

Section 2 - Governing Rules

All meetings of the EMCC shall be in accordance with Roberts Rules of Order (revised) and the Brown Act (Section 54950 of the Government Code).

Section 3 - Quorum

A quorum shall consist of a simple majority of the legally appointed members or designated alternates of appointed members of the EMCC.

Section 4 - Voting Privileges

All legally appointed members or designated alternates of appointed members shall have one vote.

Section 5 - Committees

The EMCC may elect to appoint standing or ad hoc subcommittees to provide input on specific topics, which include but are not limited to the following areas: communications, manpower and training, public information and education, transportation, hospital and critical care centers and disaster response.

ARTICLE III

Officers and Term of Office

Section 1 - Officers

The officers of the EMCC shall include a Chairperson and a Vice-Chairperson. The San Joaquin County Emergency Medical Services Coordinator shall provide staff support for the EMCC and record all minutes and transactions of the Committee.

Section 2 - Election

The Chairperson and Vice-Chairperson shall be elected each year at the regular EMCC meeting in January. A nominating committee shall be appointed two months prior to elections to provide the EMCC with recommendations for each office.

Section 3 - Term of Office

The term of office for the Chairperson and Vice-Chairperson for more than two (2) consecutive terms, but said person shall again be eligible for office after a period of one (1) year.

ARTICLE IV

Membership

Section 1 - Board Composition

Section 1752 of the California Health and Safety Code provides that "The County Board of Supervisors shall prescribe membership and appoint the members of the EMCC..." The San Joaquin County Board of Supervisors has established that the EMCC shall be composed of seventeen (17) voting members, selected from the following departments/agencies with the following number of representatives:

<u>Number of Representatives</u>	<u>Department/Agency</u>
1	San Joaquin County Department of Health Care Services
1	San Joaquin County Local Health District
1	EMS Agency Medical Director
1	Ambulance Provider
3	Acute Care Hospitals - Administrative
1	Physician
1	Fire Department in San Joaquin County
3	Law Enforcement (one of which will be from the California Highway Patrol, one from the San Joaquin County Sheriff's Department and one from a City Police Department).
1	San Joaquin Delta Community College, Health Sciences Division
1	San Joaquin County Office of Emergency Services
2	Registered Emergency Department Nurses
1	Stockton Fire Department

17 members

Section 2 - Appointment and Tenure

All seventeen (17) members of the EMCC are appointed by the San Joaquin County Board of Supervisors upon submission of names and applications from interested individuals and from sponsoring agencies/departments. Appointments shall be in accordance with the Board of Supervisors' established procedures for Boards and Commissions. In the event that an appointed member is not able to complete his/her term, the Board of Supervisors shall, in accordance with its own procedures, appoint another individual to fill the unexpired term of office.

Members shall serve for a period of three (3) years and may be reappointed by the Board of Supervisors. The term of office for each committee member shall commence with the adoption of these Bylaws by the Board of Supervisors.

In the interest of mixing experienced EMCC members with new appointees, the committee shall be divided into three groups with staggered terms of office. The three groups are subdivided by agency representation in the following manner:

Group I - Term ending Year X

- 1 San Joaquin County Department of Health Care Services
- 1 San Joaquin Local Health District
- 1 California Highway Patrol
- 1 San Joaquin Delta Community College-Health Sciences Division
- 1 San Joaquin County Office of Emergency Services
- 1 Stockton Fire Department

Group II - Term ending year X + 1

- 1 Ambulance Provider
- 1 Acute Care Hospital
- 1 Physician
- 1 EMS Agency Medical Director
- 1 Registered Emergency Department Nurse
- 1 City Police

Group III - Term ending year X + 2

- 1 Acute Care Hospital
- 1 Sheriff's Department
- 1 Fire Department
- 1 Registered Emergency Department Nurse
- 1 Acute Care Hospital

Section 3 - Attendance

An automatic recommendation will be made to the Board of Supervisors to initiate action to replace a member having more than three (3) absences within a calendar year, upon final approval of the EMCC members.

Members unable to attend should attempt to send a designated alternate, communicating that delegation to the EMS Agency or EMCC Chairperson.

Attendance by an alternate does not constitute attendance by an appointed member.

ARTICLE V

Amendment

Section 1 - Amendment of Bylaws

The Bylaws set forth above may be recommended for amendment by a two-thirds (2/3) vote of the legally appointed membership of the EMCC. All changes recommended by the EMCC shall be forwarded to the Board of Supervisors for final approval and action.

September, 1982
Revised - February, 1990
Revised January, 1992
EMCCBYLA