

South Pacific County EMS and Trauma Care Council

BY-LAWS Amended 2015

ARTICLE 1 – NAME

The name of the council shall be the South Pacific County Emergency Medical Services and Trauma Care Council, hereafter referred to as the Council.

ARTICLE 2 – PURPOSE

The Council:

- 2.1 Shall be an advisory and coordination Council which shall review, evaluate and provide recommendation to support efficient and effective emergency medical and trauma services in South Pacific County in compliance with WAC 246-976-970.
- 2.2 Shall recommend individuals to represent the Council on the Southwest Region EMS and Trauma Care Council.
- 2.3 Shall describe and recommend improvements in medical control communications and EMS and trauma care dispatch.
- 2.4 Shall assist agencies in providing trauma registry and other data to the State.
- 2.5 Shall review and make recommendations for initial training classes and OTEP programs and make recommendations to the Washington State Department of Health as needed.
- 2.6 Shall identify the need and promote community education, including, but not limited to CPR, first aid training and injury prevention.
- 2.7 Participate in the development, implementation, and
2.8 update, as necessary, of the Southwest Regional EMS and Trauma Care System Plan in accordance with the applicable provisions of the Washington State EMS and Trauma Care System Act.
- 2.8 Shall apply for grants and other payments to expand and improve EMS and Trauma Care capabilities. The Council may accept real properties, services or cash from governmental and private agencies or persons.

ARTICLE 3 – MEMBERSHIP

3.1 Board of Directors: The Board of Directors is the voting membership of the Local Council. There shall be fourteen (14) directors/members appointed or designated as follows:

One (1) hospital representative, to-wit:

One (1) from Ocean Beach Hospital

Six (6) prehospital representatives, to-wit:

one (1) from Pacific County Fire Dist. #1

one (1) from Ilwaco Volunteer Fire Department

one (1) from Fire Dist. #2 (Chinook)

one (1) from Fire Dist. #4 (Naselle)

one (1) from Long Beach Fire Department

one (1) from Medix Ambulance

one (1) from Life Flight Network

One (1) local elected official representative, to-wit:

one (1) from County, City

One (1) law enforcement representative, to-wit:

one (1) from WSP, Sheriff, Police, SAR

One (1) consumer representative

One (1) medical program director

One (1) injury prevention representative

One (1) emergency communications representative, to-wit:

one (1) from 911Communication Center

One (1) Government Agency representative

3.2 The Board is composed of a diversified and objective membership that is open to residents of both the incorporated and unincorporated areas of South Pacific County.

3.3 All meetings shall be open to the public and abide by the

3.4 Open Public Meetings Act of Washington. Any person may participate in discussion of the Council leading to a vote. Board members shall weigh and consider the concerns of non-voting participants prior to casting their vote.

3.4 Each Council Member shall have one vote on matters brought to the Council. Each position may have one alternate representative, recommended in writing by their sponsoring agency. The alternate will not have a vote in matters brought before the Council, unless the representative member for whom the alternate is functioning is not present.

- 3.5** Council Members serve on the Council for the benefit of the whole EMS & trauma care system rather than personal, organizational, or agency agenda.
- 3.5.1** Members will notify the Council of any and all conflicts of interest.
 - 3.5.2** Members who plan to abstain from voting must also refrain from any discussion or debate on the topic prior to the vote.
 - 3.5.3** Members will abstain from voting when appropriate.

Members shall serve by appointment with recommendation in writing by the sponsoring agency. The Secretary shall maintain an accurate record showing the expiration date for each Council Members' term of office.

- 3.6** The Board of Directors shall possess all the powers granted by the laws of the State of Washington to directors of non-profit corporations.

ARTICLE 4 – OFFICERS

- 4.1** Officers of the Council are: Chair, Vice-Chair, and Secretary/Treasurer to be elected from the Board of Directors by a majority vote of the Council for a two (2) year term.
- 4.2** Elections of officers shall take place at the 1st meeting of the calendar year annual meeting in years ending in even numbers. Incumbent officers shall serve until said election. Nominees will be presented 30 days prior to election.
- 4.3** Duties of Officers:
- 4.3.1** The Chair shall preside at all regular and special meetings of the Council.
 - 4.3.2** The Vice-Chair shall perform the duties of the Chair in the absence of the Chair.
 - 4.3.3** The Secretary/Treasurer shall maintain accurate minutes of all Council meetings and be responsible for general correspondence of the Council.
 - 4.3.4** The Secretary/Treasurer shall keep charge of the
 - 4.3.5** funds of the Council and shall report at regular meetings on the status of the funds. The Council funds will be maintained on a fiscal year basis.
- 4.4** The Executive Committee shall be comprised of Officers. The Executive Committee is authorized to conduct the normal business of the Council with decisions to be ratified at the next Council meeting where a quorum is present.
- 4.5** The Chair may spend up to \$100 per year without Council pre-approval on items necessary for the operation of the Council and/or activities sponsored by the Council.

ARTICLE 5- MEETINGS

- 5.1** The annual meeting will be held the 1st meeting of the calendar year.

- 5.2 Regular meetings of the Council shall be held at 6 pm, periodically as determined and posted notice at the beginning of each calendar year.
- 5.3 Special meetings of the Council may be called by the Chair or by a simple majority of the Board of Directors with 48 hours notice.
- 5.4 If an agency's representative misses two consecutive regularly scheduled meetings without being excused by the chair, the Council may consider that position vacated. The represented agency chief/supervisor will be notified and requested to provide active representation.
- 5.5 A quorum shall consist of five (5) members present at any regularly scheduled meeting to conduct business.

ARTICLE 6 – COMMITTEES AND APPOINTMENTS

- 6.1 The Chair may appoint committees as needed.
- 6.3 All committees will have a Chair. Those who serve on committees need not be members of the Council. All Committees will report to the Council.
- 6.4 The Chair is an ex-officio member of all committees.

ARTICLE 7 – AMENDMENTS

These By-Laws may be repealed or amended at a regularly scheduled meeting by a majority vote of the Council, provided written notice of any proposed alteration or amendment is sent to all members 30 calendar days prior to action.

The foregoing are the Amended By-Laws adopted by vote of the Council on ___ day of _____, 2015.

David Hood, Chair

Bert Haven Vice Chair

Duane Mullins, Secretary/Treasurer