

## RULES AND REGULATIONS

### EMERGENCY MEDICAL SERVICES OPERATIONS COMMITTEE

Effective Date:  
AUGUST 14, 1996

#### I. Authority

- A. The Emergency Medical Services Operations Committee has been duly established and authorized by the Fresno/Kings/Madera EMS Agency as an advisory committee on the status of the local EMS System.

#### II. Terms and Definitions

- A. Unless otherwise specified, the definitions contained in this Section shall govern the construction, meaning, and application of the words and phrases used in these rules and regulations.
  - 1. Chairperson – Chairperson of the Emergency Medical Services Operations Committee.
  - 2. Committee – The Emergency Medical Services Operations Committee.
  - 3. EMS Agency – Fresno/Kings/Madera EMS Agency.
  - 4. EMSOC – Emergency Medical Services Operations Committee.

#### III. Scope

- A. The Committee shall have responsibility to review and make recommendations on all functions which impact EMS operations in Fresno, Kings, and Madera Counties.
- B. The Committee shall strive to resolve problem issues at Committee level through coalition efforts. Major problems, particularly those requiring EMS Agency policy decisions, shall be consulted with the EMS Agency representative.

#### IV. Membership

- A. Active (Voting) Membership
  - 1. Any agency, firm, corporation or institution designated as a “First Responder Agency” or as a “Paramedic Provider Agency.”
  - 2. Any hospital designated as a “Receiving Facility” in Fresno, Kings, or Madera Counties.

B. Associate (Non-Voting) Membership

1. The EMS Agency Staff shall be entitled to associate membership.

V. Officers and Executive Committee

A. There shall be two (2) officers of this Committee:

1. The Chairperson:

- a. Shall be an active member of the Committee.
- b. Chairperson responsibilities are to be rotated alphabetically by agency each year in the month of April.
- c. Preside at the Committee meetings.
- d. Call regular and special meetings as prescribed in Section VIII.
- e. Cause minutes to be taken at all meetings.
- f. Cause minutes to be distributed to all Committee members and the EMS Agency representative.
- g. Cause reports to be made to the Emergency Medical Care Committee, Medical Control Committee, and the EMS Agency as needed.
- h. Cause an agenda to be developed prior to each Committee meeting (see Section VIII, B).

2. The Chairperson Pro-Tempore (the previous Chairperson) will act as Chairperson during Chairperson's absence.

VI. Parliamentary Procedure

- A. Roberts Rules of Order shall govern Committee meetings.

VII. Voting Procedure

- A. All matters requiring Committee decision shall be decided by a simple majority vote.
- B. Each active member represented on the Committee shall have one (1) vote only regardless of the number of representatives or alternates present.

VIII. Meetings

- A. The Committee shall meet at least every other month. The time and place will be established by the Chairperson. Meeting time and place will be indicated on the EMS Calendar.

- B. The Committee meetings shall be conducted in accordance with an agenda developed prior to each meeting. Committee meetings may be cancelled in the absence of an agenda.
- C. Special meetings may be called by:
  - 1. The Chairperson, when he/she feels such meetings to be necessary.
  - 2. The Chairperson, when he/she has received such a request from at least three (3) active members.

No special meeting will be held unless written announcement indicating the time, place, and purpose of such meeting has been mailed to all Committee members seven (7) days in advance of the meeting.

- D. A quorum shall be required to conduct Committee business. A quorum shall consist of 1/3 of voting members (see Section IV, Membership).

IX. Approval, Adoption, and Alterations of these Rules

- A. These rules are valid only if approved by the body of the Fresno/Kings/Madera EMS Operations Committee.
- B. Alterations to these rules are valid only if:
  - 1. Approved by a simple majority of the Committee.

Appendix A  
Emergency Medical Services Operations Committee  
Member Agency Roster

Effective Date:  
August 14, 1996

First Responder Agencies

Chowchilla Fire Department  
Clovis Fire Department  
Fresno City Fire Department  
Fresno County Fire Department

Hanford Fire Department  
Kings County Fire Department  
Madera City/County Fire Department  
North Central Fire Protection District

Paramedic Provider Agencies

American Ambulance  
American Ambulance of Kings County  
Avenal District Ambulance  
California Highway Patrol – Air Ops  
Coalinga Fire Department  
Kingsburg Fire Department

Pistoresi Ambulance  
Sanger Fire Department  
Selma Fire Department  
Sequoia Safety Council  
Sierra Ambulance  
SkyLife of Central California

Receiving Hospitals

Central Valley General Hospital  
Children's Hospital Central California\*  
Coalinga Regional Medical Center  
Community Medical Center – Clovis\*  
(EMT-D Only)  
Community Medical Center – Fresno  
Corcoran District Hospital

Hanford Community Medical Center\*  
Kaiser Permanente Hospital  
Madera Community Hospital\*  
Naval Hospital Lemoore  
Saint Agnes Medical Center\*  
Selma District Hospital  
University Medical Center\*

\*Base Hospitals