

BYLAWS OF THE MERCED COUNTY
EMERGENCY MEDICAL CARE COMMITTEE

PREAMBLE

These bylaws set forth the structure and purpose of the Merced County Emergency Medical Care Committee (EMCC) and delineate the policies and functions of the Merced County Board of Supervisors and the Merced County Emergency Medical Services (EMS) Agency in relation to the Emergency Medical Care Committee.

PART I

PURPOSE OF THE EMERGENCY MEDICAL CARE COMMITTEE

The Merced County Board of Supervisors has established and maintains the Emergency Medical Care Committee under the authority of Section 1797.272 of the California Health and Safety Code.

The Emergency Medical Care Committee shall serve as an advisory committee to the Board of Supervisors and the Merced County Emergency Medical Services Agency on emergency medical services related matters.

Pursuant to California Health and Safety Code Sections 1797.274 and 1797.276, the Emergency Medical Care Committee shall, at least annually, review the Emergency Medical Services system operating within the county and report to the California Emergency Medical Services Authority, Merced County EMS Agency and Merced County Board of Supervisors its observations and recommendations.

The Emergency Medical Care Committee shall engage in other advisory duties outlined herein.

PART II

EMERGENCY MEDICAL CARE COMMITTEE MEMBERSHIP

The Emergency Medical Care Committee shall be composed of twenty-one (21) voting members, four (4) of whom shall be designated by position and shall serve at the pleasure of the Board as follows:

- The County Fire Chief or his/her designee;
- The Director of Behavioral Health and Recovery Services;
- The Director of the Office of Emergency Services or his/her designee, and;
- The County Health Officer.

The Merced County Board of Supervisors shall appoint one (1) member from the County Board of Supervisors and each Supervisor shall appoint one (1) public representative. The remaining eleven (11) positions shall be filled according to the following distribution:

- One (1) Emergency Room Physician representing one (1) local acute care hospital;

- Two (2) Ambulance Company Representatives, each of whom are Merced County EMS Agency-approved providers of Advanced Life Support and shall represent a separate and distinct ambulance service;
- One (1) Emergency Medical Services Educator;
- One (1) Law Enforcement Representative;
- One (1) Hospital Representative;
- One (1) Base Hospital Nurse;
- Two (2) Emergency Medical Technician I or P;
- One (1) Fire Service Representative from an incorporated city within Merced County, and;
- One (1) California Highway Patrol Representative.

The Medical Director and Director of the Merced County Emergency Medical Services Agency shall serve as ex officio members of the Emergency Medical Care Committee.

The term of office for the members of the Emergency Medical Care Committee will be four (4) years, except for the designated members serving at the pleasure of the Board whose terms coincide with the term of their respective office.

All appointments of members, delegations of authority and establishments of policy made by the Emergency Medical Care Committee may be rescinded or terminated by the Merced County Board of Supervisors.

Attendance at regularly scheduled meetings is required. Any member that fails to attend three (3) or more meetings in any calendar year may, upon a majority vote of the members present at a regularly scheduled or special meeting of the Emergency Medical Care Committee, have his/her membership terminated.

PART III

OFFICERS

The Chair of the Emergency Medical Care Committee shall be the Board-appointed member of the Merced County Board of Supervisors.

The Emergency Medical Care Committee shall elect a Vice-Chair to serve on behalf of the Chair in his/her absence. The term of office for the Vice-Chair shall be four (4) years or shall end concomitantly with the expiration of the Vice-Chair's membership on the Emergency Medical Care Committee, whichever occurs first.

The Merced County Public Health Department is charged with the administrative management of the Emergency Medical Services System of Merced County. The Director of the Merced County Public Health Department or designee shall serve as Executive Officer of the Emergency Medical Care Committee. The Executive Officer shall keep minutes of all meetings and shall cause a copy to be distributed to each member and to any individual who shall make a written request.

PART IV
CONDUCT OF MEETINGS

The Emergency Medical Care Committee shall hold a minimum of four (4) meetings per year at a time and place specified by the Chair.

A quorum shall be required for formal action on items before the Emergency Medical Care Committee.

A quorum of the Emergency Medical Care Committee shall be achieved when a simple majority of the membership's appointed positions is present.

Emergency Medical Care Committee members shall be permitted to attend meetings by Video Teleconference or by Telephone provided that attendance is in full compliance with the provisions of California Government Code §54950 et. seq (Ralph M. Brown Act).

Video Teleconference or attendance by Telephone at Emergency Medical Care Committee meetings shall count toward the establishment of a quorum.

No Emergency Medical Care Committee member shall be permitted to vote by proxy.

Staff support for the Emergency Medical Care Committee will be provided by the Merced County Emergency Medical Services Agency.

PART V
SUB-COMMITTEES

The Emergency Medical Care Committee shall convene, at its discretion, Sub-Committees, Ad Hoc Committees and/or Task Forces as deemed necessary to conduct its business.

The Emergency Medical Care Committee shall have two (2) standing Sub-Committees:

- Emergency Medical Services Assessment Sub-Committee, and;
- Emergency Medical Services Policy and Procedure Sub-Committee.

A. EMERGENCY MEDICAL SERVICES ASSESSMENT SUB-COMMITTEE

The Emergency Medical Services Assessment Sub-Committee shall be made up of five (5) members of the Emergency Medical Care Committee for the purpose of formally assessing the Merced County Emergency Medical Services System. One (1) Chairperson shall be appointed by the Chair of the Emergency Medical Care Committee. The remaining four (4) Sub-Committee members shall be appointed by the Sub-Committee Chairperson. The term of office of the Sub-Committee Chair and members shall be for four (4) years or shall end concomitantly with the expiration of their membership on the Emergency Medical Care Committee, whichever occurs first.

The duties of the Emergency Medical Care Committee, as specified in California Health and Safety Code Section 1797.274, is to, at least annually, review the operations of each of the following:

- Ambulance services operating within the county.
- Emergency medical care offered within the county including programs for training large numbers of people in cardiopulmonary resuscitation and lifesaving first aid techniques.
- First Aid practices in the county.

In accordance with California Health and Safety Code Section 1797.276, the Emergency Medical Care Committee shall, at least annually, report to the California Emergency Medical Services Authority and the Merced County Emergency Medical Services Agency the Sub-Committee's observations and recommendations relative to its review of the ambulance services, emergency medical care, and first aid practices, and programs for training people in cardiopulmonary resuscitation and lifesaving first aid techniques, and public participation in such programs in Merced County. The Emergency Medical Care Committee shall submit its observations and recommendations to the County Board of Supervisors which it serves and shall act in an advisory capacity to the County Board of Supervisors which it serves, and to the Local EMS Agency, on all matters relating to emergency medical services as directed by the Board of Supervisors. The Merced County Emergency Medical Services Agency will include the Emergency Medical Care Committee's observations and recommendations as part of the local Emergency Medical Services Plan annual update.

B. EMERGENCY MEDICAL SERVICES POLICY AND PROCEDURE SUB-COMMITTEE

The purpose of the Emergency Medical Services Policy and Procedure Sub-Committee shall be to assist and advise the Emergency Medical Services Agency in the development, revision and implementation of Emergency Medical Services policies, procedures and guidelines. The Sub-Committee members shall be appointed by their respective agency/facility administration. The Emergency Medical Services Policy and Procedure Sub-Committee shall be established with the following membership:

- One (1) Chairperson who shall be appointed by the Chair of the Emergency Medical Care Committee;
- One (1) representative from each of the Approved Advanced Life Support Ambulance Providers within Merced County;
- One (1) representative from each of the primary First Response agencies within Merced County;
- One (1) representative from each of the acute care hospitals within Merced County, and;
- The Base Hospital Liaison Nurse.

PART VI

AMENDMENT OF BYLAWS

Bylaws of the Merced County Emergency Medical Care Committee may be changed or amended at any regular or special meeting subject to two (2) weeks' notice of the proposed change or

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amendment to the members of the Emergency Medical Care Committee. The bylaws may be changed or amended upon a majority vote of the members present and do not take effect until ratified by the Merced County Board of Supervisors.

The foregoing bylaws were adopted by the Merced County Emergency Medical Care Committee on January 6, 1982 by a majority vote and amended on March 26, 1981, February 5, 1992, May 5, 1993, May 4, 1994, May 9, 1997, September 10, 2002, March 30, 2004, August 4, 2015 and September 10, 2019.