

**THURSTON COUNTY MEDIC ONE
EMERGENCY MEDICAL SERVICES COUNCIL**

BYLAWS

Amended September 3, 2024

ARTICLE I. NAME

The name of the organization shall be known as the Thurston County Emergency Medical Services Council.

ARTICLE II. PURPOSE

To provide efficient and effective prehospital emergency medical services throughout Thurston County.

ARTICLE III. SCOPE

The Thurston County Emergency Medical Services (EMS) Council:

3.1 Shall review and evaluate the provision of the publicly funded emergency medical service system, known as "MEDIC ONE" for the residents of Thurston County.

3.2 Shall advise the Thurston County Commissioners regarding the development, policies, and planning for the system.

- A. Identify needs and priorities including concerns of residents and governmental agencies.
- B. Recommend funding sources and priorities in support of the system.

3.3 Shall make recommendations to the Thurston County Commissioners in the following areas:

- A. The planning process for the provision of emergency medical services provided by the system.
- B. Budget development and budget amendments, including the means of financing.
- C. All procurements not already identified in Article III.3.3.B and in excess of county procurement policy thresholds delegated to the Emergency Services Director.
- D. All intergovernmental agreements and personal services contracts.
- E. The compliance of the Medical Program Director with contractual obligations as defined by the MPD Scope of Services.

3.4 In addition to the above, the EMS Council has the authority:

- A. To provide representation and advice to the West Region Emergency Medical Services and Trauma Care Council in the development of emergency medical services for the West Region.
- B. To provide public education and information on public emergency medical services.
- C. To review and evaluate the system's development as it relates to the emergency health care of residents in Thurston County.

ARTICLE IV. COMPOSITION AND MEMBERSHIP

4.1. The composition of the Thurston County Emergency Medical Services Council, appointed by the Thurston County Board of County Commissioners is as follows:

- A. One Elected Official, or alternate (to be designated by the primary representative and shall also be an Elected Official), from each municipality with a population of greater than, or equal to, 10,000 persons (as defined by the Office of Financial Management for the State of Washington)
- B. One Elected Official, or alternate (to be designated by the primary representative and shall also be an Elected Official), from each ALS contracting agency not otherwise defined in Article IV.4.1.A.
- C. Resident-at-Large, Position 1: resides within Thurston County and not within a county commissioner district already represented by Positions 2 or 3.
- D. Resident-at-Large, Position 2: resides within Thurston County and not within a county commissioner district already represented by Positions 1 or 3.
- E. Resident-at-Large, Position 3: resides within Thurston County and not within a county commissioner district already represented by Positions 1 or 2.
- F. Three Fire Commissioners, or alternates (to be designated by the primary representative and shall also be an Elected Official), as recommended by the Thurston County Fire Commissioners' Association with no more than one representative per fire district.
- G. One Tribal representative, or alternate (to be designated by the primary representative), representing The Confederated Tribes of the Chehalis Reservation, the Nisqually Indian Tribe, or the Squaxin Island Tribe. Preference shall be placed on tribes not currently represented on the Thurston County Board of Health at the commencement of term.
- H. One Chief Executive Hospital representative, or alternate (to be designated by the primary representative), as collaboratively selected by the nonprofit health systems operating Emergency Departments within Thurston County
- I. One ex officio Thurston County Commissioner, or alternate (to be designated by the primary representative and shall also be a Thurston County Commissioner) (non-voting)
- J. The Medical Program Director (MPD) or designated Medical Program Director Delegate (MPDD) (non-voting)
- K. The Operations Committee Chairperson or designated alternate (non-voting)
- L. A former member of the council, in an Emeritus position, as recommended by the EMSC to the Thurston County Board of County Commissioners (non-voting)

4.2. The term of appointment is to be determined by the recommending entity except for the resident-at-large representatives, the tribal representative, and the hospital representative positions. Resident-at-large representatives will have staggering 3-year terms in the order of their position numbers, the tribal representative will have a 2-year term, and the hospital representative will have a 2-year term. The Emeritus position's term will be a lifetime, or until resignation or removal for cause.

4.3. The Board of County Commissioners considers any position vacant if the member or alternate have three consecutive unexcused absences. The entity providing the member shall be asked to nominate a replacement.

4.4. The designated alternate(s) must be defined by a letter to the EMS Council by the appointing entity.

ARTICLE V. OFFICERS

5.1 The officers shall be Chairperson and Vice-chairperson elected by the majority of the Council for a two-year term.

- 5.2 The Chairperson shall preside at all regular and special meetings of the Council. The Vice-chairperson shall preside when Chairperson is absent.
- 5.3 In the absence of the Chairperson and Vice-chairperson, the Council will appoint an acting Chairperson.
- 5.4 Any vacancies in the above offices shall be filled by a special election of the EMS Council.
- 5.5 Nomination of officers will take place biannually in the month of February or as soon thereafter as is possible.
- 5.6 Election of officers will take place biannually in the month of March. Term of office shall begin in March.

ARTICLE VI. MEETINGS

- 6.1 Meetings of the full body shall occur no less than once each quarter.
- 6.2 The fiscal year shall be the same as the calendar year.
- 6.3 A majority of voting positions currently filled and present at the meeting shall constitute a quorum of the body.
- 6.4 Special meetings may be called by the Chairperson or majority of the members consistent with requirements of the Open Public Meetings Act.
- 6.5 Robert's Rules of Order shall prevail, unless otherwise specified in the bylaws.

ARTICLE VII. EMS COUNCIL STANDING AND AD HOC COMMITTEES

- 7.1 Nominating Committee: Minimum of three Council members, appointed by the Chairperson by December of each election year, to nominate willing and capable Council members as candidates for the offices of Chairperson and Vice chairperson.
- 7.2 Budget Committee: Minimum of three Council members, appointed by the Chairperson by March of each year, during years a budget is prepared. The budget committee shall review and make recommendations on the budget to the EMS Council, and assist in making presentations to the Thurston County Board of County Commissioners concerning the EMS budget.
- 7.3 Advanced Life Support (ALS) Contract Negotiations Committee: Minimum of three Council members appointed by the Chairperson will assist in negotiating contracts between Medic One and the providers of ALS service for the ensuing year(s), and present contract recommendations to the EMS Council for approval prior to submission to the Thurston County Board of County Commissioners. The members of the ALS Contract Negotiations Committee shall not be representatives of an agency as defined by Articles IV.4.1.A and IV.4.1.B.
- 7.4 The EMS Council Chairperson, with the approval of the Council, may appoint ad hoc committees, subcommittees, and workgroups as deemed necessary.

7.5 In addition to the committee guidance above, the Chairperson of EMSC can appoint an emeritus position to any committee where their expertise may be useful.

ARTICLE VIII. OPERATIONS COMMITTEE

8.1. An Operations Committee, which shall be advisory to the EMS Council, is hereby established.

8.2. The Committee membership shall include persons vested with decision making authority, as follows:

- A. One ALS Chief Officer representative, or designated alternate, from each ALS contracting agency
- B. BLS Chief Officer representative(s), or designated alternate, as appointed biannually by the Thurston County Fire Chiefs Association, in an amount proportionate to the total of the ALS Chief Officer representation, none of whom shall be representatives of an agency as described in Articles IV.4.1.A and IV.4.1.B.
- C. One representative, or designated alternate, of Providence St. Peter Hospital, as appointed by Hospital Administration
- D. One representative, or designated alternate, of MultiCare Capital Medical Center or MultiCare Off Campus Emergency Department, as collaboratively selected by MultiCare Hospital Administration.
- E. The Director, or designated alternate, of TCOMM 911
- F. One representative or designated alternate of Law Enforcement, as collaboratively selected by the chief officers of the Thurston County Law Enforcement entities
- G. The Medical Program Director or designated alternate
- H. One Paramedic representative or designated alternate as selected by the Paramedic Association
- I. One representative or designated alternate of the Thurston County-Licensed Private Ambulance Services, as collaboratively selected by the currently licensed private ambulance services providing 9-1-1 transportation.
- J. One representative or designated alternate of local Air Ambulance Service, as designated by the air ambulance agency.
- K. One Chief Executive, or designated alternate, of a Thurston County behavioral hospital.
- L. The Director, or designated alternate, of Thurston County Public Health and Social Services.

8.3. The term of appointment is to be determined by the recommending entity.

8.4. Designated alternates must be defined by letter to the Operations Committee by the appointing entity.

8.5. The Operations Committee Officers will be in accordance with Article V.

8.6. Meetings shall be in accordance with Article VI.

8.7. The Chairperson of Operations Committee, with approval of the Operations Committee, may appoint subcommittees and workgroups as deemed necessary.

8.8. The primary responsibility of the Operations Committee is to coordinate the provision of the Advanced Life Support (ALS) and Basic Life Support (BLS) services. The function of the Operations Committee shall be as follows:

- A. Ensure operational integrity of the EMS System through coordination and development of initiatives which include, but are not limited to, protocol development, equipment evaluation and selection, training creation and deployment, and quality improvement implementation
- B. Development of policies and procedures for EMS system framework and development
- C. Oversight, coordination, and collaboration of EMS programming
- D. Advisement on EMS operational initiatives and their priorities
- E. Coordination amongst fix-facilities, EMS agencies, and other healthcare entities for the efficient, and patient-centric, transportation of Thurston County residents

8.9. The EMS Council considers any position vacant if the member, or designated alternate, have three consecutive unexcused absences. The entity providing the member shall be asked to nominate a replacement.

ARTICLE IX. AMENDMENTS

The first EMSC meeting following a Bylaw change presentation to the EMSC, a vote will take place on the recommendation, and if approved, will be forwarded to the Thurston County Board of County Commissioners for their approval. Amendments will be by Thurston County Board of County Commissioners Resolution.

Adopted: 01/16/79

Amended: 07/22/80, 07/14/81, 10/09/84, 02/16/88, 01/03/95, 05/11/98, 01/07/02, 08/11/03, 01/12/04, 05/12/08, 04/07/09, 02/03/2014, 05/09/2017, 9/4/2018, 12/13/2022, 3/7/2023, 9/3/2024

Edited: 06/19/02, to recognize Fire District 1 representation to EMS Council; to recognize FD1/FD14 merger; 03/01/06 to update West Region EMS information;

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