

BYLAWS OF THE
EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL

ARTICLE 1 - NAME

The name of the Council shall be the Emergency Medical Services Advisory Council, as provided for in section 401.245, Florida Statutes, (F. S.). A short title for the Council may be the "EMS Advisory Council" or "EMSAC."

ARTICLE 2 - COMPOSITION AND MEMBERSHIP

The Council shall be comprised of a membership, which fairly represents the services, agencies, professions and organizations, as well as the general public, which are regularly involved in the provisions of Emergency Medical Services (EMS) in Florida. The specific membership of the Council is as designated in section 401.245(2) F.S. Council members must be residents of the state of Florida. The terms of office shall be as designated in section 401.245(1) F.S. All vacancies shall be filled by the State Surgeon General as provided for in section 401.245(2) F.S. Voting members of the Council shall be as provided for in section 401.245(2)(b), F.S.

Council membership shall be on a voluntary basis, and members shall receive no compensation for services. Members may be reimbursed per diem and travel in accordance with the rules and regulations of the state of Florida, Department of Health (DOH).

Council members, other than ex officio, missing three (3) consecutive meetings during the member's term, may be replaced by the State Surgeon General and Secretary of Health on the advice of the Council chair or the administrator of the state EMS Section.

ARTICLE 3 - PURPOSE

The purpose of the Council is to evaluate current state laws, administrative rules and policies regarding EMS in Florida and to make recommendations to the state DOH as to changes that might be made to provide the best emergency health care possible to the residents and visitors of Florida. In prioritizing its pursuits, the Council shall be guided by the EMS State Plan and a strategic plan. In executing its purpose the Council shall:

1. Promote and sustain a cooperative environment among all providers of EMS in Florida.
2. Coordinate and communicate with agencies involved in EMS whether they are private, for-profit, non-profit, government, quasi-governmental, volunteer or any other such group, whose interest is in providing emergency medical care or emergency transportation.
3. Review all EMS, health and disaster related state statutes, administrative rules, planning documents, and policies to determine their appropriateness to the function of EMS in Florida as needed; based upon such reviews, report to the state DOH any recommendations.

ARTICLE 4 - OFFICERS

The officers shall be chair, vice-chair, secretary and parliamentarian. The chairperson shall be appointed by the State Surgeon General and Secretary of Health as provided for in section 401.245(2) (a) F.S., for a term of two (2) years. The members of the EMSAC may choose to make a recommendation to the State Surgeon General and Secretary of Health for the office of chair by a simple majority vote. The chair shall nominate a vice-chair, secretary and parliamentarian, which shall be confirmed by a simple majority of the Council to serve for a period of two (2) years to be concurrent with the Council chair.

The chair shall preside at all regular and special meetings of the Council. The chair shall conduct the meetings in accordance with Robert's Rules of Order, provide agendas in advance of the meetings and provide all Council members equal opportunity to be heard.

The vice-chair or another Council member designated by the chair shall perform the duties of the chairperson in the absence of the chair, including representing the chair at statewide meetings with strategic partners.

The secretary shall call the roll and determine the presence of a quorum at the direction of the chair. In addition, the secretary will record all action items, assignments, motions and votes during the meeting. The secretary will work with the state EMS office to ensure accurate minutes are completed and distributed to council members 30 days prior to the next meeting.

The parliamentarian shall be knowledgeable of Robert's Rules of Order and advise the chairperson and Council members in matters governed by Robert's Rules of Order.

Any vacancies in the above offices shall be filled by chair appointment, subject to Council approval. A vacancy in the chair's office will be filled by appointment by the State Surgeon General and Secretary of Health as provided for in section 401.245(2) (a) F. S.

ARTICLE 5 - MEETINGS

The Council shall hold meetings at the call of the chair as provided for in section 401.245(4) F.S., or upon the written request of five members of the Council, or at the call of the administrator of the EMS section.

The year shall be the same as the state's fiscal year beginning July 1, and ending June 30.

Per section 401.245 (2) (a), F.S., no more than 15 members may be appointed to this Council. A majority of the members of the Council shall constitute a quorum.

All proposals for Council action related to current state laws, administrative rules or policies regarding EMS in Florida, shall be distributed to Council members and constituent group presidents no later than 30 days prior to the date of such proposed action.

ARTICLE 6 - COMMITTEES

In addition to the Executive Committee, the standing committees of the Council shall include, but shall not be limited to:

- The Education Committee;
- The Medical Care Committee;
- Disaster Response Committee;
- The Legislative Committee;
- The Data Committee;
- The Public Information, Education and Relations (PIER) Committee;
- EMS Strategic Visions Committee; and
- Access to Care Committee.

The Council chair shall be an ex officio member of all standing and ad hoc committees and shall be responsible for their task completion. The chair shall appoint at least one member of the Council to each committee. That person shall serve as a liaison to the Council and support the EMSAC Strategic Plan. The committees will meet in conjunction with the EMS Advisory Council.

Ad hoc committees of the Council may be appointed by the chair as needed.

If not appointed by the Council chair, committee chairs shall be elected from the members of each committee by a simple majority vote.

The tasks and products of any such committee shall be well defined by the Council chair and will include progress made toward achieving the EMSAC Strategic Plan. Specific dates for reports to the entire Council will be established.

ARTICLE 7 - AMENDMENTS

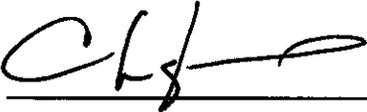
These Bylaws may be repealed or amended upon a two-thirds majority vote of the Council, as referenced in Article 5. Proposed modifications may be brought forth by:

1. Five or more members of the Council.
2. The Council's officers.
3. The administrator of the state EMS Section.

ARTICLE 8 – MISCELLANEOUS

Official written communication from the Council shall be signed by the chair and be placed on Council letterhead.

BYLAWS APPROVED BY THE COUNCIL, EFFECTIVE DATE: **JANUARY 23, 2015.**



Dr. Charles E. Moreland, Chair
Emergency Medical Services Advisory Council