

**ARTICLE I**  
**ORGANIZATION NAME**

The name of this group shall be the *Yakima County Emergency Medical Services (EMS) and Trauma Care Council*.

**ARTICLE II**  
**ORGANIZATION AND OBJECTIVES**

**1.0 Organization**

1. Local Emergency Medical Services and Trauma Care Councils are authorized in accordance with WAC 246-976-970.
2. The Council is an independent organization with membership consisting of representatives from public and private agencies responsible for the delivery of emergency medical services in Yakima County. Each agency shall designate one person to represent them at general membership council meetings.
3. The Council serves Yakima County and its environs, coordinating its efforts with surrounding counties.

**2.0 Purpose**

1. The purpose of the EMSTCC is to provide leadership in the planning, supervision, and coordination of the development of emergency medical services throughout Yakima County and its incorporated jurisdictions.

**3.0 General Objectives**

1. Review, evaluate, and provide recommendations to the regional Emergency Medical Service and Trauma Care Council regarding the provision of emergency medical services and trauma care in the region, and provide recommendations on the regional emergency medical services and trauma care plan.
2. Recommend individuals to the Washington State Department of Health, Office of Emergency Medical Services and Trauma Systems, for membership on the Regional Emergency Medical Services and Trauma Care Council.
3. Participate with the medical program director, emergency communication centers, and the Regional Emergency Medical Services and Trauma Care Council in the development of regional patient care procedures.
4. Review and make recommendations to the Washington State Department of Health, Office of Emergency Medical Services and Trauma Systems, for individuals applying for recognition or renewal of recognition as senior EMT instructors.

5. Review applications for initial training classes and OTEP programs, and make recommendations to the department. This includes ILS & BLS training classes.
6. Local EMS/TC councils may make recommendations to the department regarding certification and termination of MPDs, as provided in RCW 18.71.205(4).

### **ARTICLE III**

#### **ORGANIZATION MEMBERSHIP**

##### **1.0 Board of Directors**

The Board of Directors shall be limited to seventeen (17) members.

*WAC 246-976-970 Local emergency medical services and trauma care council. (1) If a county or group of counties creates a local EMS/TC council, it must be composed of representative of hospital and prehospital trauma care and EMS providers, local elected officials, consumers, local law enforcement officials, local government agencies, physicians, and prevention specialists involved in the deliver of EMS/TC.*

The Chairperson shall vote only in the case of a tie vote. The consumer representative shall be selected by the EMSTCC Board of Directors.

- 1.1 Each seat will select one representative and one alternate to the Board of Directors. Each seat will be permitted one representative with one vote. Alternates may vote in the absence of the regular representative. All members of the Board of Directors shall be selected prior to the annual meeting for the coming year.
- 1.2 The Board of Directors shall vote on all issues to come before the Yakima County EMS and Trauma Care Council.

### **ARTICLE IV**

#### **MEETINGS**

##### **1.0 Meetings**

The EMSTCC and Board shall meet on the second Wednesday bi-monthly. The meetings will be held in January, March, May, July, and November. A Board of Directors roll call shall be made and recorded by name at the start of each meeting to determine voting privileges.

##### **2.0 Annual Meetings**

The second Wednesday of each November shall be the annual meeting, and all newly elected Board members shall be seated at the beginning of new business.

**3.0 Special Meetings**

Special meetings of the Board of Directors may be called by the Chairperson, or at the request of one-third (1/3) of the Board members.

**4.0 Notice of Meetings**

Notice of special EMSTCC or Board meetings shall be mailed and/or e-mailed at least seven (7) days prior to the special meeting.

**5.0 Minutes**

Minutes of the previous Board or EMSTCC meeting shall be mailed and/or emailed to each member of the Board and EMSTCC, no later than 30 days before the next meeting.

**6.0 Quorum**

Quorum for the Board of Directors shall be a majority of the Board present at regularly scheduled or special meetings.

**7.0 Voting Privileges**

7.1 General and Special meetings.

A simple majority of votes shall be required for action on an issue.

**ARTICLE V**

**1.0 Officers**

Officers of the Yakima County EMS and Trauma Care Council shall be the Chairperson, Chairperson-elect, Secretary/Treasurer. These officers shall be Council members and shall be elected by a majority of the members present at the November meeting. The secretary and treasurer will serve as non-voting members of the Board of Directors, unless elected to the Board of Directors by their representative organizations.

**2.0 Time of Election**

The election of officers shall be held at the November meeting, and the new officers shall be seated at the beginning of the annual meeting in January.

**3.0 Term of Office**

Term of office shall be for one (1) year, or until a successor has been elected. The Chairperson may not serve more than two consecutive terms.

**4.0 Vacancies**

Vacancies on the EMSTCC and Board of Directors will be selected by their representative organizations.

**5.0 EMSTCC Nominating Committee**

A nominating committee shall be appointed at the September meeting, to present a slate of nominees for the EMSTCC officers, to be voted upon at the November meeting.

**6.0 Chairperson**

The Chairperson shall preside at all meetings of the EMSTCC and Board of Directors, and shall appoint necessary committee chairpersons. The Council Chairperson shall vote only in the case of a tie vote.

**7.0 Chairperson-Elect**

In the absence of the Chairperson, the Chairperson-elect shall perform the duties of the Chairperson. When so acting, the Chairperson-elect shall have all powers of, and be subject to, all restrictions upon the Chairperson.

**8.0 Secretary**

The Secretary shall keep the minutes of all regular, special, and Board of Director meetings.

**9.0 Treasurer**

The Treasurer shall maintain accurate accounting records, by a standard method, of all regular funds and grant-funded controlled items by the Board of Directors. A report shall be given at each regular meeting of the EMSTCC and Board of Directors.

**ARTICLE VI**

**COMMITTEE ASSIGNMENTS**

**1.0 New Committees**

Committees may be formed by the Chairperson when deemed necessary for the good of the EMSTCC.

**2.0 Committee Minutes**

Minutes of committee meetings shall be kept, reported, and included as a part of the regular EMSTCC minutes.

**ARTICLE VII**

**PARLIAMENTARY AUTHORITY**

The Yakima County Emergency Medical Services and Trauma Care Council and the Board of Directors shall conduct business according to *Robert's Rules of Order* (revised), except where they are in conflict with these By-laws as adopted or amended, in which case these By-laws shall take precedence.

**ARTICLE VIII**

These By-laws may be amended, altered, or repealed, and new procedural rules adopted by a two-thirds (2/3) majority vote of the Board members, provided that two weeks (14 days) written notice of the proposed changes(s) has been submitted to the Board of Directors.

Adopted this 12th day of March, 2008.

---

Barb Evans  
Chairperson