

## **THURSTON COUNTY MEDIC ONE COMMITTEE RESPONSIBILITIES**

- COMMITTEE:** Operations Committee
- AUTHORITY:** Advisory to Medic One Emergency Medical Services (EMS) Council.
- MEETINGS:** Monthly; frequency may be adjusted by the Committee chair or EMS Council chair.
- CHAired BY:** A member of the Committee, nominated by the Committee and appointed by the Council.
- MEMBERSHIP:** Open to members of the EMS community, as designated or appointed by the affiliate EMS agencies outlined in Article VIII. Section 8.2 of the EMS Council By-Laws. Each agency should designate one person to receive mailings and meeting notices.
- RULES OF ORDER:** Since the Committee is advisory only, the meeting format will be informal to encourage open discussion of issues and different points of view. Most recommendations should be reached by consensus. If a formal action or vote is requested by the Chair, a simple majority of those present, with no more than one vote per agency, will constitute approval. The Chair will have not vote except in the case of a tie.

### **RESPONSIBILITIES:**

1. At least annually, survey all member agencies of Thurston County EMS community to identify areas where current operational guidelines/policies need to be developed to address current issues or problems. Prioritize list and forward to EMS Council for follow-up with appropriate staff.
2. Review and comment on proposed new operational guidelines/policies developed by the Medic One office and Medical Program Director.
3. Develop a work plan to ensure at least biennial review of all operational guidelines/policies of the Medic One system. Recommend appropriate updates, changes, additions and deletions to the EMS Council for follow-up with Medic One Staff.
4. Serve as a forum for exchange of information in the EMS community, including:
  - a. At a minimum, quarterly briefing by Medic One staff on status of system objectives, activities, work plans and status on special projects.
  - b. Round table for sharing of information among providers.
  - c. At a minimum, quarterly updates from Regional EMS staff.
  - d. Operational impacts of state EMS projects.

It is the intent of this Responsibilities Statement to work in conjunction with Article VIII. OPERATIONS COMMITTEE, Sections 8.1 through 8.6.B. of the Emergency Medical Services County Bylaws. In any situation where a conflict may arise, the EMS Council Bylaws shall supersede the Responsibilities Statement.