

RESOLUTION NO. 2022-91

**BOARD OF COUNTY COMMISSIONERS
OF THE
COUNTY OF SUMMIT
STATE OF COLORADO**

**CLARIFYING REVISED EMERGENCY MEDICAL SERVICE RULES AND
REGULATIONS FOR THE COUNTY OF SUMMIT, STATE OF COLORADO.**

WHEREAS, pursuant to the authority granted in the Colorado Emergency Medical Services Act, C.R.S. § 25-3.5-101, et seq., (the “Act”), and the State Board of Health Rules Pertaining to Emergency Medical Services 6 CCR 1015-3 (the “Rules”), the Board of County Commissioners of Summit County, Colorado (“BOCC”) are authorized to adopt Emergency Medical Services Rules and Regulations; and

WHEREAS, the BOCC last adopted Summit County Ambulance Licensing Regulations (“EMS Regulations”) on October 22, 2019 by Resolution No. 2019-77; and

WHEREAS, the BOCC desire to clarify the EMS Regulations regarding the qualified representatives conducting ambulance inspections; and

WHEREAS, the EMS Regulations are intended to prescribe the requirements for the delivery of high quality, coordinated Emergency Medical Services to all visitors and residents in Summit County in accordance with the Act; and

WHEREAS, the Code of Colorado Regulations 6 CCR 1015-3 states a county shall verify that each ambulance is inspected annually by qualified representatives, as defined and appointed by the county commissioners, to assure compliance with these rules. Counties shall ensure that all such representatives do not have any disclosed or undisclosed actual or potential conflicts of interest with the ambulance service or inspection process; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF SUMMIT, STATE OF COLORADO, THAT:

1. The Red White and Blue Fire Protection District and the Summit Fire and EMS Fire Protection District (the “Fire Protection Districts”) have personnel with the necessary expertise to perform ambulance inspections for compliance with the EMS Regulations.
2. The Fire Protection Districts do not have any actual or potential conflicts of interest with existing local ambulance service providers, so long as the inspections are not provided for their own ambulances.
3. The BOCC hereby designates the Fire Protection Districts as qualified representatives for the provision of annual ambulance inspections and certification for approved ambulance service providers..

ADOPTED THIS 16th DAY OF DECEMBER, 2022.

COUNTY OF SUMMIT
STATE OF COLORADO
BY AND THROUGH ITS
BOARD OF COUNTY COMMISSIONERS

Sam Pogue

Samara Pogue, Chair

ATTEST:

Kathleen Neel

Kathleen Neel, Clerk & Recorder



Summit County Emergency Medical Services Board Bylaws

Article I Name & Authority

The Summit County Board of County Commissioners (BOCC) approved Resolution 78-224 on September 18, 1978, authorizing establishment of the Emergency Medical Services Board as an official advisory committee to the BOCC. The Board shall be named and referred to as the Summit County Emergency Medical Services Board (EMS Board).

Article II Purpose and Functions

The Emergency Medical Services (EMS) Board is an advisory board to Summit County Emergency Medical Service agencies and the Summit County Board of County Commissioners. The purpose of the Emergency Medical Service Board is to assist in the facilitation of the provision of emergency medical services for the residents and visitors of Summit County, in whatever reasonable and prudent way possible. Functions shall include the following:

1. Establish protocols for the non-ambulance transportation of patients with minor injuries within ski resorts.
2. Support ongoing educational and training programs for pre-hospital personnel to promote quality emergency care.
3. Support the coordination of emergency medical service agencies and personnel.
4. Participate in county-wide and regional disaster planning.
5. Represent Summit County EMS Agencies on the Regional EMS and Trauma Council (RETAC) and participate in the development of Regional Emergency Medical and Trauma Plans.
6. Review overall EMS system changes prior to implementation. Identify successes and challenges in the EMS system as an ongoing practice.
7. Promote the interests of Summit County emergency medical services in and around the region.
8. Establish priorities and oversee expenditures of funds allocated to the Board.
9. Review applications for new ambulance service licenses and make recommendations to the Board of County Commissioners.

10. Provide updates to the BOCC regarding activities of the EMS Board as requested by the BOCC.

Article III Membership

1. Members: The board shall be composed of at least ten (10) voting members who shall be confirmed by the Board of County Commissioners and at least three (3) ex-officio non-voting members. The membership shall reflect emergency medical service providers within Summit County. The appointed members of the council shall represent the following:
 - a) Summit Fire and EMS – EMS Chief
 - b) Red White and Blue Fire – EMS Chief
 - c) Flight for Life
 - d) Law Enforcement
 - e) Ski Patrol
 - f) Local physician involved in emergency care
 - g) RN - Representing Local Facility
 - h) EMS Training and Education Representative
 - i) 911Center
 - j) Sheriff's Office - Special Operations Division
 - k) St Anthony Mountain Clinic Representative
 - l) Additional approved EMS Transport Agencies

Ex Officio (non-voting) members of the board shall include the following members:

- a) The Summit County Emergency Manager
- b) St. Anthony Summit Hospital Representative
- c) Assistant County Manager
- d) Any additional medical center with ambulance receiving certification.

The size of the council will vary dependent on the number of licensed ambulance service providers in Summit County.

2. Members of the EMS Board shall be nominated and appointed as follows :
 - a) BOCC shall be updated annually on board membership.
 - b) The EMS Board shall review all applications at a regular or special meeting. At the EMS Board's discretion, one or more applicants for each position may be invited for personal interview.
 - c) The BOCC shall approve recommend appointments as soon as practicable after close of the application period. It is up to the BOCC whether or not they will interview applicant(s) prior to appointment.
3. Removal: Any Member may be removed from the board if attendance falls below 50% of

regular and special meetings within a six (6) month period or three consecutive meetings. Members resigning must submit notice to the EMS Board. Replacement members should be nominated by their respective groups (if applicable) and will be confirmed by the Board of County Commissioners.

4. Members resigning must submit notice to the EMS Board. Replacement members should be nominated by their respective groups (if applicable) and will be confirmed by the Board of County Commissioners.
5. Members of the EMS Board will not receive compensation for their duties and responsibilities. Reimbursement for reasonable expenses incurred by members acting on behalf of the EMS Board is allowed.

Article IV Officers

Officers shall be elected by formal motion every two years at the EMS Board's first regular meeting after January 1st. Officers will consist of three (3) members. These positions will include a Chairperson, Vice Chairperson and Secretary/ Treasurer. These positions will be elected at the first meeting of each year when applicable.

1. Terms for Officers: Two (2) year terms will be served.
2. Duties:
 - a) Chairperson
 - i. Conduct and direct meetings
 - ii. Notification of meeting times and agenda
 - iii. Appoint sub-committees for specialized projects
 - b) Vice- Chairperson
 - i. Assume duties of Chairperson in his or her absence
 - c) Secretary /Treasurer
 - i. Insure meeting minutes are recorded and distributed
 - ii. Record and Maintain financial records
 - iii. Maintains EMS Board files for future reference

Article V Meetings

Meetings of the EMS Board shall be conducted as follows:

1. Regular Meetings: The EMS Board shall hold regular bi-monthly meetings at a place and time determined by the EMS Board. A regular meeting of the EMS Board may be cancelled if no business is scheduled for discussion.

2. **Special Meetings:** Special meetings of the EMS Board may be called by the Chairperson, by a majority of the EMS Board, or by the BOCC for the purpose of transacting any business designated in the call of the meeting. The call for a special meeting may be personally delivered to each member of the EMS Board or e-mailed to each member, at least two (2) days prior to the date of the special meeting. At such special meeting no business shall be considered other than as designated in the call, but if all members of the EMS Board are present at a special meeting, any and all business may be transacted at such special meeting.
3. **Notice of Meetings:** Unless otherwise provided herein, notice of any meeting may be personally delivered to each member of the EMS Board or e-mailed to each member of the EMS Board, at least two days prior to the date of the special meeting. A member of the EMS Board may waive the requirement of notice of any meeting, and a member's attendance at a meeting shall be a waiver of the requirement of the notice of that meeting unless the member objects to the holding of the meeting at the time the meeting is convened.
4. **Quorum:** A quorum for purposes of decision-making shall consist of a majority of EMS Board membership at the time. If there is not a quorum in attendance, no votes or decisions will occur.
5. **Manner of Voting:** The voting on all questions coming before the EMS Board shall be a voice vote. In the event there is an even number of board members and a vote results in a tie, the vote shall constitute a non-decision and denial of the proposed motion.
6. **Minutes and Records of Meetings:** Written minutes of each regular and special meeting shall be prepared by County staff or a member of the EMS Board and presented to the EMS Board for approval prior to becoming an official record of the meeting.
7. **Substitute Council Member.** In the event that an EMS Board member cannot attend a board meeting, they are encouraged to send a representative to the EMS Board meeting to communicate interests and actions of the sector or agency they represent. The representative is not, however, authorized to vote.

Section VI Conflict of Interest and Ethics.

Appointment to the EMS Board constitutes holding of office in the public trust. Each EMS Board member shall carry out fiduciary duties as a member of the EMS Board for the benefit of the people of Summit County. In addition, each EMS Board member shall abide by the following rules of conduct related to conflict of interest:

1. Whenever the EMS Board is considering a matter that raises a question of conflict of interest for a particular EMS Board member, the member is responsible to notify appropriate County staff and/or the Chairperson before the meeting if possible.

2. During the meeting, any member with a conflict of interest shall be responsible for explaining to the EMS Board and any public in attendance the nature of the conflict of interest.
3. The member shall, at the discretion of the Council, retire to the back of the room or out of the room and shall not attempt to influence the discussion or to participate in any decision related to the matter. Staff or the Chair may consult with the County attorney if there is any question about determining if a conflict of interest exists.

Section VII Staff and Expenses.

Summit County shall provide necessary staff support and supplies reasonable for the EMS Board to conduct business. Summit County shall annually appropriate a budget amount for such staff and expenses. Special projects may require additional funding from other sources and must be pre-approved according to standard County operating procedures prior to making a formal request for outside sources.

Section VIII Previous Bylaws and Procedures.

The following steps will be followed in amending the bylaws:

1. The text of a proposed change will be distributed to EMS Board members at a regular meeting of the EMS Board, discussed by the members and noted in the minutes for that meeting. Consideration of the proposed amendment shall be continued to the subsequent EMS Board meeting.
2. Final discussion of the proposed amendment and a vote thereon will be held at the subsequent EMS Board meeting. A proposed bylaw amendment will be forwarded on to the Board of County Commissioners (BOCC) for review if the amendment receives an affirmative vote of two-thirds of the EMS Board members. Provided, however, bylaw amendments proposed by the BOCC shall be forwarded to the BOCC with the EMS Board recommendation regardless of the vote thereon.
3. A proposed bylaw amendment shall be effective if approved by a majority of the BOCC.

Section IX Severability

If any part of these bylaws is for any reason held invalid, such shall not affect the remainder of these bylaws.

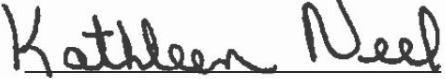
Section X Effective Date

These bylaws shall be effective upon adoption by the BOCC.

ADOPTED THIS 16th DAY OF DECEMBER, 2022.

ATTEST:

COUNTY OF SUMMIT
STATE OF COLORADO
BY AND THROUGH ITS
BOARD OF COUNTY COMMISSIONERS


Kathleen Neel, Clerk & Recorder


Tamara Pogue, Chair