



**Contra  
Costa  
County**

To: Board of Supervisors  
From: William Walker, M.D., Health Services Director  
Date: January 5, 2016

Subject: APPROVE new Emergency Medical Care Committee (EMCC) By-Laws

**RECOMMENDATION(S):**

APPROVE the new Emergency Medical Care Committee (EMCC) By-Laws, to be effective as of March 2016.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

The EMCC is a multidisciplinary committee appointed by the County Board of Supervisors, to provide advice and recommendations on EMS-related matters to the Board, Health Services Director and its EMS Agency. Membership consists of consumer representatives, and representatives of EMS-related organizations and groups.

The current 2006 EMCC By-Laws were updated and streamlined to reflect other Board of Supervisor Advisory Committees and their By-Laws, as well as the 2014 Advisory Body Hand Book. A summary of the changes are listed below.

Summary of EMCC Bylaw Changes
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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/05/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 5, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stephanie L. Mello, Deputy

Contact: Patricia Frost,  
646-4690

cc: Tasha Scott, M Wilhelm, Patricia Frost

<b>EMCC Bylaw Modification</b>	
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## BACKGROUND: (CONT'D)

### **Rationale for bylaw language clarifications, additions or modifications**

The ex-officio members will be non-voting members	Voting status of ex-officio members was not delineated and required clarification. Non-voting member do not count in the quorum.
Replaced mission statement with purpose	Consistent with other county advisory bylaws. EMCC may take up mission statement as separate item at a future date.
Reduction in number of members (no Alternates anymore)	Consistent with other county advisory committees.
Addition of CCHS Behavioral Health Representative	Recommendation of EMCC Bylaw Sub-Committee
Downsizing in the number of officers	Consistent with other advisory committees and supports EMCC workflow
Meeting attendance requirements	Recommendations from subcommittee for participation and supports good government procedures
Clear in the officer/executive committee nomination and election procedures	Corrects confusing nomination and complex process and supports good government procedures
Clear quorum requirements	Quorum requirements for EMCC voting members consistent with good government procedures. Quorum was re-defined as 50% (majority) of the filled appointees present.
Definitions of terms (per county counsel)	“Filled” seats are those seats that have a person appointed to them by the Board of Supervisors. “Occupied” seat refers to someone in attendance.

The revised EMCC bylaws were approved by Contra Costa County Counsel on June 19, 2015, Discussed at the September 9, 2015 EMCC meeting and approved by the EMCC at large on December 9, 2015.

CONSEQUENCE OF NEGATIVE ACTION: The EMCC By-Laws would remain outdated, and could not act in accordance with similar Board of Supervisor Advisory Committees and the 2014 Advisory Body Hand Book.

CHILDREN'S IMPACT STATEMENT: Not applicable. ATTACHMENTS attachment EMCC redline