



## AGENDA

### ICEMA SYSTEMS ADVISORY COMMITTEE

**October 9, 2013**

1300 - 1500

Purpose: Information Sharing

Meeting Facilitator: Tom Lynch

Timekeeper: Danielle Ogaz

Record Keeper: Danielle Ogaz

	<b>AGENDA ITEM</b>	<b>PERSON(S)</b>	<b>DISCUSSION/ACTION</b>	<b>TIME</b>
I.	Welcome	Tom Lynch		1300 - 1301
II.	Introductions	All		1301 - 1303
III.	Discussion/Action Items			
	A. Meeting Process Overview	Tom Lynch	Discussion	1303 - 1330
	B. Bylaws Review	Tom Lynch	Discussion	1330 - 1340
	• Quorum	Tom Lynch	Discussion/Action	1340 - 1345
	• Membership	Tom Lynch	Discussion/Action	1345 - 1350
	• Committee Responsibilities	Tom Lynch	Discussion/Action	1350 - 1400
	C. Consider Sub-Committees/Task Forces	Tom Lynch	Discussion/Action	1400 - 1430
	D. Elections - Chair and Vice Chair	Tom Lynch	Action	1430 - 1435
	E. 2013 and 2014 Meeting Dates		Discussion	1435 - 1440
IV.	Round Table/Announcements	All	Discussion	1440 - 1450
V.	Future Agenda Items	All	Discussion	1450 - 1455
VI.	Next Meeting: December 11, 2013	All	Discussion	1455 - 1457
VII.	Adjournment	Tom Lynch	Action	1457 - 1500

**ICEMA  
SYSTEMS ADVISORY COMMITTEE  
BYLAWS  
July 31, 2013**

REPRESENTING	NUMBER OF REPS	APPOINTING AUTHORITY
Sheriff's Department	1	SB County Sheriff
Public Safety Answering Points (PSAPs)	1	PSAPs Consensus
County Office of Emergency Services	1	SB County OES Manager
Fire Service	1	SB County Fire Chiefs Association
EMS Officers	1	SB County Fire Chiefs Association
Law Enforcement	1	SB County Police Chiefs and Sherriff's Association
Receiving Hospital Representative	1	Hospital Association of Southern California
Specialty Care Hospital Representative	1	Hospital Association of Southern California
Private Ambulance Providers	1	Ambulance Providers Consensus
Private Air Transport Providers	1	Private Air Transport Consensus
Public Air Transport Providers	1	Public Air Transport Consensus
County Information Services	1	SB County Information Services Director
EMS Continuing Education Providers	1	Continuing Education Providers Consensus
Inyo County Representative	1	Inyo County EMCC
Mono County Representative	1	Mono County EMCC
MAC Liaison	1	MAC Membership
Others, as needed		ICEMA EMS Administrator

Purpose: The Systems Advisory Committee (SAC) advises the ICEMA EMS Administrator on all matters pertaining to the operational aspects of the Emergency Medical Services (EMS) in the ICEMA region.

Examples of SAC responsibilities include:

- Non-clinical and clinical training implementation
- Policies including operations during MCIs, disasters and mass gatherings
- Dispatch including Emergency Medical Dispatch (EMD), helicopter utilization, MCI, and transportation
- Communications, including medical and operational frequency allocation, and Reddinet
- Data collection, including health information exchange, data flow and data system operation
- Medical facility and provider preparedness and disaster continuity
- Public information and education
- ICEMA mobile response equipment and standards for resource utilization
- EMS system policies
- Equipment, inspections, and restock policies

The ICEMA EMS Administrator may establish the subcommittee and task force structure and functions, as necessary, to facilitate assigned tasks. Subcommittees and task forces serve at the convenience of SAC and the ICEMA EMS Administrator accordingly or for a time necessary to complete the assignment. Membership on sub-committees or task forces is not limited to regular committee members.

The Committee shall appoint a chair person and vice chair.

Committee membership is for two (2) years, appointing authorities may extend the term at their discretion.

Committee members shall attend at least four (4) of each consecutive six (6) meetings or be subject to removal for non-attendance.

The Committee shall meet at least quarterly or more often, if necessary, to achieve the intended goals.



## SYSTEMS ADVISORY COMMITTEE

### 2013 MEETING DATES

*October 9, 2013*  
*December 11, 2013*

*1:00 - 3:00 p.m.*

ICEMA  
Training Rooms A & B  
1425 South "D" Street  
San Bernardino, CA

*The ICEMA Systems Advisory Committee (SAC) meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Inland Counties Emergency Medical Agency at least three (3) business days prior to the SAC meeting. The telephone number is (909) 388-5823, and the office is located at 1425 South "D" Street, San Bernardino, CA 92408.*



## SYSTEMS ADVISORY COMMITTEE

### 2014 MEETING DATES

*February 12, 2014*

*April 9, 2014*

*June 11, 2014*

*August 13, 2014*

*October 8, 2014*

*December 10, 2014*

*1:00 - 3:00 p.m.*

ICEMA  
Training Rooms A & B  
1425 South "D" Street  
San Bernardino, CA

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