

**ICEMA  
SYSTEMS ADVISORY COMMITTEE  
BYLAWS  
Revised October 9, 2013**

<b>REPRESENTING</b>	<b>NUMBER OF REPS</b>	<b>APPOINTING AUTHORITY</b>
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 Sheriff'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 recommended for two (2) years; however, it may be extended or shortened at the appointing authority's 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.

A quorum is requisite for the transaction of any business of this committee. Fifty percent (50%) plus one (1) of the seated members must be present for a quorum to be established.