

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
MARTIN COUNTY, FLORIDA

RESOLUTION NUMBER 20-12.2

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF  
MARTIN COUNTY, FLORIDA TO CHANGE THE BYLAWS OF THE EMERGENCY MEDICAL  
SERVICES (EMS) ADVISORY COUNCIL

**WHEREAS**, the Board of County Commissioners is authorized by Section 87.115 General Ordinances, Martin County Code to provide for the meetings, powers and duties and membership of the Martin County Emergency Medical Services Advisory Council by resolution; and

**WHEREAS**, the EMS Advisory Council voted unanimously to change the bylaws adopted on October 30, 2020; with minor administrative changes and to add a member from the Village of Indiantown.

**NOW THEREFORE BE IT RESOLVED THAT, THE BOARD OF COUNTY COMMISSIONERS THAT**; the Martin County Emergency Medical Services Advisory Council Bylaws; attached hereto, are hereby revised as presented. This resolution shall take effect immediately upon its adoption.

Duly adopted this 8<sup>th</sup> day of December, 2020.

ATTEST:

  
CAROLYN TIMMANN, CLERK OF THE  
CIRCUIT COURT AND COMPTROLLER

BOARD OF COUNTY COMMISSIONERS  
MARTIN COUNTY, FLORIDA

  
STACEY HETHERINGTON, CHAIR

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

  
SARAH W. WOODS, COUNTY ATTORNEY

# **Martin County EMS Advisory Council**

## **BYLAWS**

### **ARTICLE I. – Name**

#### **Section 1.**

The name of this organization shall be the Martin County Emergency Medical Services Advisory Council. This organization shall represent Emergency Service providers in Martin County, and shall hereinafter be referred to as the Martin County EMS Advisory Council.

### **ARTICLE II. – Purpose**

#### **Section 1.**

The purposes and objectives of this organization are:

- A. To act as a County EMS advisory body, keeping members informed about State and National issues of concerns to EMS providers.
- B. To advise the Martin County Board of County Commissioners on matters concerning Emergency Medical Services.
- C. To promote regional coordination and cooperation of EMS services.
- D. To act as a liaison body for Martin County EMS providers.
- E. To provide a forum to discuss the common problems and concerns shared by EMS agencies serving Martin County.
- F. To encourage training and education of both the professional provider and members of the general public in the provision of emergency medical care.
- G. To encourage optimal performance standards.
- H. To engage in the planning, development and implementation of such activities and programs as deemed desirable in order to accomplish its general objectives or purposes, either by itself or in cooperation with other persons, groups, agencies, firms, corporations or organizations with programs relating to this Council's goals.

### **ARTICLE III. – Membership**

Section 1. The membership of the Martin County EMS Advisory Council shall be appointed by Resolution by the Martin County Board of County Commissioners and consist of the following:

- A. A representative from the Martin County Fire Rescue Department.
- B. The Martin County Medical Director.
- C. A representative from Emergency Room Physicians on staff at a Martin County hospital.
- D. A representative from the Martin County Sheriff's Office.

- E. A representative of the following municipalities: the City of Stuart, the Town of Jupiter Island, the Town of Sewall's Point and the Village of Indiantown.
- F. A representative from the education community
- G. A lay-person representative to be appointed by the Board of County Commissioners.

Section 2. All members of this Council shall serve a two (2) year term. Members may be re-appointed for additional terms.

Section 3. Each entity identified in Section 1(A) through (E) above may designate an alternate which shall be approved by the Board of County Commissioners.

Section 4. Representatives of the following entities may serve as ex officio members, without a vote, on the Council:

- A. Florida Highway Patrol.
- B. Martin County Health Department.
- C. Any emergency service providers holding a Martin County certificate of public convenience and necessity.
- D. A representative from the Martin County Chapter of the American Red Cross.
- E. A representative from a Skilled Nursing Facility located in Martin County.

#### **ARTICLE IV. – Meetings**

Section 1. The regular meeting of the membership of the Council shall be held quarterly on the first Thursday of the month at such time and place as shall be designated by the Chairman. The Chairman may call special meetings of the Council. When such meetings are deemed necessary, notice of special meetings shall be given to each member of the Council as provided in Section 2.

Section 2. Notice of the time, place, and purpose of all regular meetings and special meetings of the Council shall be emailed to each member of the Council not less than five (5) days before such meetings.

Section 3. A majority of all voting members shall constitute a quorum for the transaction of any business at any regular or special meeting of the Council.

Section 4. Only the designated member or his or her alternate is entitled to vote at any meeting of the Council.

Section 5. All official records of the Council, including minutes and resolutions duly adopted, shall be maintained by the Martin County B.O.C.C.

Section 6. Each membership category shall attend at least 75% of the Council's meetings annually. Non-compliance of this section shall cause the Chairperson to review circumstances for non-attendance and such member may be replaced. Excuses for absences, in writing, shall be accepted at the discretion of the Chairperson.

Section 7. Council members shall notify the Chairperson to let him/her know when an alternate is replacing a member.

## **ARTICLE V. – Officers**

Section 1. The Martin County Fire Rescue Department Representative shall serve as Chairperson of the Council.

Section 2. The Chairperson shall appoint a Vice-Chairperson for a term of two years from date of appointment.

## **ARTICLE VI. – Duties of the Officers.**

Section 1. The Chairperson shall be the chief executive officer of this advisory board. It shall be his/her duty:

- A. To perform all duties as are incident to his/her office and such other duties as may be required by law, or by these By-laws or which may be prescribed from time to time by the membership.
- B. To preside at meetings of the membership.
- C. To decide questions of order.
- D. To appoint membership committees and committee chairpersons as needed, subject to the approval of the membership.
- E. To have such other powers and perform such duties as may be assigned to him/her from time to time by the membership.

Section 2. Vice-Chairman.

In the absence of the Chairperson, or in the event of his/her inability or refusal to act, or if the office be vacant, the Vice-Chairperson shall perform all the duties of the Chairperson, and when so acting shall have all the powers and be subject to all the restrictions of the Chairperson. The Vice-Chairperson shall have such other powers and perform such other duties as may be prescribed by law, or by these By-laws, or as may be assigned to him/her from time to time by the membership.

## **ARTICLE VII. – Committees**

Section 1. The Chairperson is empowered to appoint such permanent or standing committees as are deemed necessary for the successful execution of the Council program. All Committee activities must be reported at a regular Council meeting for adoption.

#### **ARTICLE VIII. – Fiscal year**

Section 1. The fiscal year of the Council shall be from the first day of October to the last day of September, inclusive.

#### **ARTICLE IX. – Amendments**

These By-laws may be amended by resolution of the Martin County Board of County Commissioners.

#### **ARTICLE X. – Rights and Privileges**

Section 1. No individual member or member's organization shall possess any right, interest or privilege which may be transferable by that member or which shall continue in any manner if the membership of such individual member or member's organization ceases.

When a voting issue arises, members shall declare if a conflict of interest exists and shall abstain from vote.

Section 2. The Council shall comply with the requirements of Section 286.011, Florida Statutes (Florida's Sunshine Laws) and Chapter 119, Florida Statutes (Public Records).