

**SANTA BARBARA COUNTY**  
**EMERGENCY MEDICAL CARE COMMITTEE BYLAWS**  
*July 2025*

**ARTICLE 1- NAME**

The name of this committee shall be the Santa Barbara County Emergency Medical Care Committee (EMCC).

**ARTICLE 2 - AUTHORITY**

The County's Emergency Medical Care Committee is established pursuant to California Health and Safety Code, Chapter 2.5, Chapter 4, Article 3, Sections 1797.270 through 1797.276 and Santa Barbara County Board of Supervisors Resolution 23-217 dated October 10, 2023.

**ARTICLE 3 - PURPOSE**

The EMCC is dedicated to assuring optimal pre-hospital care and improving the quality of the emergency medical care delivery system in Santa Barbara County jurisdiction (County). It is the responsibility of the EMCC to act in an advisory capacity to the Board of Supervisors (Board) and the Local Emergency Medical Services Agency (LEMSA) on matters relating to local emergency medical services and to perform such other duties as the Board may specify.

**ARTICLE 4 - DUTIES**

- A. Annually review the ambulance services operating within the County.
- B. Annually review emergency medical care offered within the County.
- C. Assess, plan, and recommend strategies for enhancing the delivery of EMS in the County.
- D. Promote coordination and cooperation among all emergency medical care providers, including but not limited to hospitals, EMS agencies, fire departments, law enforcement, and public health entities.
- E. Review and recommend policies and procedures that ensure efficient and effective emergency medical care, particularly during critical incidents and disasters.
- F. Facilitate the dissemination of information, best practices, and training opportunities to all emergency medical care stakeholders within the County.
- G. Establish subcommittees or working groups, as deemed necessary, to address specific areas of concern related to emergency medical care.
- H. Perform additional duties and responsibilities as directed by the Board, County Code, and state law, as well as other EMS matters relating to EMS.
- I. Annually report observations and recommendations to the Board and LEMSAs relative to review of ambulance services, emergency medical care, and all other EMS matters relating to the

delivery of pre-hospital emergency medical care delivered in the County.

## **ARTICLE 5 - MEMBERSHIP**

- A. The EMCC shall be composed of no more than sixteen (16) voting members appointed by the Board. The members of the EMCC shall serve at the pleasure of the Board and without compensation. The EMCC shall consist of the following:
1. One Emergency Physician and Surgeon who is board certified or board eligible practicing at an emergency department within the County nominated by the Hospital Association of Southern California.
  2. One Emergency Room Licensed Registered Nurse serving in an emergency department within the County nominated by the Hospital Association of Southern California.
  3. One representative nominated by the Fire Chief's Association of Santa Barbara County.
  4. One City Manager Representative nominated by the Santa Barbara County Operational Area Emergency Services Council.
  5. One Locally Accredited Paramedic practicing within the County employed by a Public Agency nominated by the Public Health Director.
  6. One Consumer Representative nominated by the Public Health Director.
  7. One acute care hospital representative with an emergency department operating within the County nominated by Lompoc Valley Health Care District.
  8. One acute care hospital representative with an emergency department operating within the County nominated by Dignity Health.
  9. One acute care hospital representative with an emergency department operating within the County nominated by Cottage Health.
  10. One representative from the County contracted private ambulance provider.
  11. One representative from the County Fire District.
  12. One representative nominated by District 1 Supervisor
  13. One representative nominated by District 2 Supervisor
  14. One representative nominated by District 3 Supervisor
  15. One representative nominated by District 4 Supervisor
  16. One representative nominated by District 5 Supervisor
  17. The Director of the Santa Barbara County Public Health Department, or designee, serving non-voting ex-officio nominated by the Public Health Director.
  18. The County Executive Officer, or designee, serving non-voting ex-officio nominated by the County Executive Officer.
  19. The LEMSA Director shall serve as non-voting ex-officio members.
  20. The LEMSA Medical Director shall serve as non-voting ex-officio members.

B. All voting members of the EMCC shall:

1. Uphold and act in accordance with the Constitution of the United States and the Constitution of the State of California;
2. Comply with ordinances, rules, regulations, resolutions, and policies of the County;
3. Comply with federal and state conflict of interest laws, including but not necessarily limited to the following to the extent they are applicable:
  - a. The California Political Reform Act of 1974, California Government Code section 87100 et seq., and the regulations of the Fair Political Practices Commission promulgated thereunder;
  - b. The prohibition of contractual conflicts of interest set forth in California Government Code section 1090 et seq.;
  - c. The prohibition of incompatible employment, activities, or enterprise for compensation set forth in California Government Code section 1126 et seq.; and
  - d. The common law rules against conflicts of interest.

## **ARTICLE 6 - TERMS OF OFFICE**

- A. Appointments shall be for terms of four (4) years, beginning February 1 and expiring January 31.
- B. Six months prior to the ending of a term, the EMS Director shall communicate in writing to each nominating authority of the anticipated ending of the term of the member. The EMS Director shall request the nominating authority to submit a name to the EMS Director. The EMS Director shall notify the EMCC Chairperson of the nomination(s). The EMS Director shall then request the Board to appoint the member.
- C. A member whose term of office has expired shall continue to serve in that capacity until a new appointment is made by the Board.
- D. When the appointment is filling an unexpired term; the appointee shall complete the term of the appointee's predecessor.
- E. A member choosing to resign from the EMCC shall submit a written letter of resignation to the County Clerk of the Board, with a copy to the EMCC Chairperson and the EMS Director. Thereafter, the County Clerk of the Board will take the necessary action to declare the position vacant. The EMS Director shall notify the nominating authority and request a new nomination as soon as possible. Once the nomination is received, the EMS Director shall request the Board to appoint the nominee.
- F. A member who has been removed by the Board or the position is otherwise unexpectedly vacated, the EMS Director shall immediately notify the EMCC Chairperson and the County Clerk of the Board who will take the necessary action to declare the position vacant. The EMS Director shall notify the nominating authority and request a new nomination as soon as possible. Once the nomination is received, the EMS Director shall request the Board appoint the nominee.
- G. There shall be no limit on the number of consecutive terms that a member may serve.
- H. The absence of a member from three (3) consecutive meetings or three (3) total meetings in a calendar year, without good cause entered into the minutes, shall be cause for the EMCC

Chairperson to recommend to the Board the removal of the member from the EMCC.

- I. Committee members shall serve at the pleasure of the Board and may only be removed by the Board.

## **ARTICLE 7 - VOTING**

- A. The presence of a majority of the current voting members of the EMCC shall constitute a quorum for the transaction of business.
- B. Each voting member shall have (1) vote.
- C. A majority vote with a quorum in attendance, shall be required to act on a matter before the EMCC.
- D. All members present must vote, except when a member declares a conflict of interest. Any member declaring a conflict of interest shall not vote on or participate in any related deliberations or actions of the EMCC. If a member declares a conflict of interest, this will not count towards quorum.
- E. No EMCC member shall be able to vote by proxy.

## **ARTICLE 8 - OFFICERS AND DUTIES OF OFFICERS**

- A. The County Executive Officer, or designee, shall serve as Chairperson.
- B. If the Chairperson is unable to attend a meeting, the members present shall select an acting Chairperson by majority vote.

## **ARTICLE 9 - MEETINGS**

- A. The EMCC shall conform to statutory requirements for local advisory bodies, including the open meeting laws commonly known as the California Brown Act. (Cal. Gov. Code §54950 et seq.)
- B. All meetings of the EMCC shall be open and accessible to the public.
- C. The Committee shall hold regular meetings at least quarterly per calendar year.
- D. Regular meetings shall alternate geographical locations including, but not limited to, north and south regions.
- E. Regular meeting agendas shall be transmitted in writing at least 72 hours prior to meeting to all EMCC members.
- F. Regular meeting agendas shall be posted to the LEMSA website at least 72 hours in advance of a regular meeting in conformance with the Brown Act.
- G. Special meetings may be called by the Chairperson or at the request of the Board or the LEMSA.
- H. EMCC members and other interested persons who have submitted a request in writing must be given at least twenty-four hour (24) notice in writing of a special meeting.
- I. Minutes of all meetings shall be available as a public record.
- J. The LEMSA shall provide administrative and logistical support to the EMCC.

## **ARTICLE 10 - SUBCOMMITTEES AND AD HOC COMMITTEES**

- A. The Chairperson of the EMCC, with a majority vote, may appoint subcommittees and/or ad hoc committees that shall serve as advisory to the EMCC and shall address emergency medical services operational, clinical and administrative items related to the Committee matters as needed.
- B. The Chairperson of the EMCC, with a majority vote shall appoint the members of all subcommittees and ad hoc committees.
- C. Members of a subcommittee shall be representative of agencies, associations, organizations or target groups involved in and/or affected by the subcommittee or ad hoc committee issue.
- D. No subcommittee or ad hoc committee shall have the power to bind the EMCC.
- E. A majority of members of the subcommittee or ad hoc committee shall constitute a quorum.
- F. A subcommittee or ad hoc committee shall meet at the call of the chairperson of the subcommittee or ad hoc committee.
- G. Any standing subcommittee will conduct its business in accordance with the California Brown Act.

## **ARTICLE 11- AMENDMENTS TO THE BYLAWS**

Amendments to these bylaws may be reviewed and recommended at any Regular meeting of the EMCC by a two-thirds (2/3) majority of the voting members present of the EMCC, provided that written notice of the proposed amendment is transmitted in writing to each member of the EMCC at least five (5) working days prior to such meeting. Amendments shall become effective upon approval of the Board.

## **ARTICLE 12- LIMITATION OF AUTHORITY**

The EMCC shall not exercise any supervision or control over the internal administration of the LEMSA or any related facility. The EMCC is only an advisory committee and does not have authority to enter contracts or in any way bind the LEMSA, County, or any member serving on the EMCC.