

CHAPTER 130  
EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL

**641—130.1(147A) Definitions.** For the purposes of this chapter, the following definitions shall apply:

“*Chairperson*” means the chair of the advisory council, who has been elected by the majority of the advisory council’s members.

“*Department*” means the Iowa department of public health.

“*Director*” means the director of the Iowa department of public health.

“*Emergency medical care provider*” means an individual who has been trained to provide emergency and nonemergency medical care at the first responder, EMT-basic, EMT-intermediate, EMT-paramedic, paramedic specialist, or other certification level recognized by the department before 1984 and who has been issued a certificate by the department.

“*Emergency medical services*” or “*EMS*” means an integrated medical care delivery system to provide emergency and nonemergency medical care at the scene or during out-of-hospital patient transportation in an ambulance.

**641—130.2(147A) Purpose.** The EMS advisory council shall advise the director and develop policy recommendations concerning the regulation, administration, and coordination of emergency medical services in the state.

**641—130.3(147A) Appointment.**

**130.3(1)** The EMS advisory council shall be appointed by the director. The appointments shall be for three-year staggered terms which shall expire on June 30. Vacancies shall be filled in the same manner in which the original appointments were made for the balance of the unexpired term.

**130.3(2)** Membership of the council shall be comprised of individuals nominated from, but not limited to, the following state or national organizations:

*a.* One physician from each of the following organizations:

- (1) Iowa Osteopathic Medical Association.
- (2) Iowa Medical Society.
- (3) American College of Emergency Physicians.
- (4) Iowa Academy of Family Physicians.
- (5) University of Iowa Hospitals and Clinics.
- (6) American Academy of Emergency Medicine.
- (7) American Academy of Pediatrics.

*b.* Representatives from each of the following organizations:

- (1) Iowa Physician Assistant Society.
- (2) EMS Education Programs Committee.
- (3) EMS Regional Council.
- (4) Iowa Nurses Association.
- (5) Iowa Hospital Association.
- (6) Iowa State Association of Counties.

*c.* Two out-of-hospital emergency medical care providers from the Iowa Firemen’s Association.

*d.* One out-of-hospital emergency medical care provider from the Iowa Professional Firefighters.

*e.* Three out-of-hospital emergency medical care providers, with at least one representing volunteer EMS, from the Iowa EMS Association.

**641—130.4(147A) Absences.** Three consecutive unexcused absences shall be grounds for the director to consider dismissal of the advisory council member and to appoint another. The chairperson of the advisory council is charged with providing notification of absences.

**641—130.5(147A) Officers.**

**130.5(1)** Officers of the advisory council shall be a chairperson and a vice chairperson who shall be elected at the first meeting of each fiscal year unless they are designated as officers at the time of their appointment.

- a. Officers may serve no more than three consecutive terms as an officer.
- b. Vacancies in the office of chairperson shall be filled by the vice chairperson.
- c. Vacancies in the office of vice chairperson shall be filled by election at the next meeting after the vacancy occurs.

**130.5(2)** Duties of officers. The chairperson shall preside at all meetings of the advisory council, appoint such subcommittees as deemed necessary, and designate the chairperson of each subcommittee. If the chairperson is absent or unable to act, the vice chairperson shall perform the duties of the chairperson. When so acting, the vice chairperson shall have all the powers of and be subject to all the restrictions upon the chairperson. The vice chairperson shall also perform such other duties as may be assigned by the chairperson.

**641—130.6(147A) Meetings.**

**130.6(1)** The advisory council shall establish a meeting schedule on an annual basis to conduct business. There shall be a minimum of four meetings per year. Meetings may be scheduled as business requires, but notice to members must be at least five working days prior to the meeting date. Four weeks' notice is encouraged to accommodate the schedules of professional members.

**130.6(2)** Robert's Rules of Order shall govern all meetings.

**130.6(3)** A majority of appointed members shall be considered a quorum.

**130.6(4)** Any advisory council member who is unable to attend a meeting will notify the chairperson; there may not be a meeting if a quorum is not present.

**130.6(5)** When a quorum is present, a position is carried by affirmative vote of the majority of those present.

**130.6(6)** Persons wishing to make a presentation to the advisory council shall submit the request to the chairperson not less than 14 days prior to the meeting. Presentations may be made either at the discretion of the chairperson or upon matters appearing on the agenda.

**130.6(7)** Persons wishing to submit written materials should do so at least 14 days in advance of the scheduled meeting to ensure that advisory council members have adequate time to receive and evaluate the materials.

**130.6(8)** The advisory council may conduct a meeting by electronic means only in circumstances in which an in-person meeting is impossible or impractical, pursuant to Iowa Code section 21.8.

**641—130.7(147A) Subcommittees.** The advisory council may designate one or more subcommittees to perform such duties as may be deemed necessary.

**641—130.8(147A) Expenses of advisory council members.** The following may be considered necessary expenses for reimbursement of advisory council members when the expenses are incurred on behalf of advisory council business and are subject to established state reimbursement rates.

1. Reimbursement for travel in a private car.
2. Actual lodging and meal expenses, including sales tax on lodging and meals.
3. Actual expenses of public transportation.

**641—130.9(147A) Gender balance.** If not otherwise provided by law, all advisory bodies of the department appointed by the governor, director or designee shall be gender-balanced.

These rules are intended to implement Iowa Code chapter 147A.

[Filed 9/13/07, Notice 8/1/07—published 10/10/07, effective 11/14/07]