

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 emergency medical care provider as defined in rule 641—131.1(147A).

“*Emergency medical services*” or “*EMS*” means emergency medical services as defined in rule 641—131.1(147A).

[ARC 2565C, IAB 6/8/16, effective 7/13/16]

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 and membership.

130.3(1) The EMS advisory council shall be appointed by the director.

130.3(2) The appointments shall be for three-year staggered terms, which shall expire on June 30.

130.3(3) Vacancies shall be filled in the same manner in which the original appointments were made for the balance of the unexpired term.

130.3(4) 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. A representative from each of the following organizations:

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

c. Two out-of-hospital emergency medical care providers from the Iowa Firefighters 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 and one representing a private service program, from the Iowa EMS Association.

f. Two at-large volunteer emergency medical care providers.

130.3(5) Absences.

a. Three unexcused absences in a 12-month period shall be grounds for the director to request nomination of an alternative representative to fill the position.

b. Absences may be excused by notification provided to the chairperson prior to the meeting.

c. The chairperson shall be charged with providing notification of absences to the department.

[ARC 9356B, IAB 2/9/11, effective 3/16/11; ARC 2565C, IAB 6/8/16, effective 7/13/16]

641—130.4(147A) Officers.

130.4(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.

- a. Officers may serve no more than three consecutive terms as chairperson or vice chairperson.
- 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.

130.4(2) Duties of officers.

- a. The chairperson shall:
 - (1) Preside at all meetings of the advisory council,
 - (2) Appoint such subcommittees as deemed necessary, and
 - (3) Designate the chairperson of each subcommittee.
- b. The vice chairperson shall:
 - (1) Perform the duties of the chairperson if the chairperson is absent or unable to act. When so acting, the vice chairperson shall have all the powers of and be subject to all the restrictions upon the chairperson.

(2) Perform such other duties as may be assigned by the chairperson.

[ARC 2565C, IAB 6/8/16, effective 7/13/16]

641—130.5(147A) Meetings.

130.5(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.

a. Meetings may be scheduled as business requires, but notice to members must be given at least five working days prior to the meeting date.

b. Notice given four weeks in advance is encouraged to accommodate the schedules of professional members.

130.5(2) Any advisory council member who is unable to attend a meeting will notify the chairperson.

130.5(3) A majority of appointed members constitutes a quorum.

130.5(4) When a quorum is present, a position is carried by affirmative vote of the majority of those present. No official business that requires a vote of the membership shall be conducted without a quorum present.

130.5(5) 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 at the discretion of the chairperson.

130.5(6) 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.

130.5(7) The advisory council may conduct a meeting by electronic means pursuant to Iowa Code section 21.8.

[ARC 2565C, IAB 6/8/16, effective 7/13/16]

641—130.6(147A) Subcommittees. The advisory council may designate one or more subcommittees to perform such duties as may be deemed necessary.

[ARC 2565C, IAB 6/8/16, effective 7/13/16]

641—130.7(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.

[ARC 2565C, IAB 6/8/16, effective 7/13/16]

641—130.8(147A) Council composition. The council's composition shall be developed and maintained pursuant to Iowa Code chapter 69.

[ARC 2565C, IAB 6/8/16, effective 7/13/16]

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

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