**Central Iowa EMS Directors Association**

**By-Laws**

**Article I. Name**

Section 1. The name of the Association shall be the Central Iowa EMS

Director’s Association.

**Article II. Purpose**

Section 1. To promote and support the overall coordination of the Emergency

Medical Services System.

Section 2. Counties within Service Area 1 are included within the organization.

Section 3. To speak as a unified voice regarding operational and system

development issues in the EMS System.

**Article III. Goal**

Section 1. The goal of this Association is improved pre-hospital care for the

sick and injured in our respective communities, and to maintain and

improve communication and collaborative efforts between EMS

agencies and associated organizations.

**Article IV. Membership**

Section 1. Active: The EMS Director or his/her designated representative of

the service who is actively involved in the EMS System. This

includes, but is not limited to, first responder services,

ambulance services and aeromedical services.

Section 2. Advisory: EMS and Emergency Department Medical Directors

Section 3. Supportive: Those individuals or organizations who have a

demonstrated interest in the pre-hospital care system in Central

Iowa. This includes, but is not limited to hospital emergency

departments, trauma services, EMS education and

emergency management agencies.

Section 4. Only one vote per active organization is allowed.

**Article V. Officers**

Section 1. The officers of the Association shall consist of a President, Vice

President, and Secretary/Treasurer. The officers are elected by the active membership and conduct the business of the association. Financial matters involving more than $1000.00 require approval of all officers.

Section 2. The President shall preside over all meetings of the Association,

appoint committees, and appoint members to represent the

Association at various meetings and associations that are related to

EMS, such as the Polk County Fire Chief’s Association, Metro

Trauma Committee, etc. In addition, the President shall perform

such other duties as may be assigned to him/her by the

Association. The President develops and distributes the meeting

agenda.

Section 3. The Vice President shall perform all the duties of the President in

his/her absence, and in addition, shall perform such other duties as

may be assigned to him/her by the Association.

Section 4. The Secretary/Treasurer sill attend and keep minutes of the

meetings. They will make financial reports, handle all money and

make disbursements from the Association bank account. The

President shall have the authority to authorize up to $100 in

Association expenses without a vote. This will be noted in the

following meetings financial report.

**Article VII. Meetings**

Section 1. Meetings shall be on the fourth Monday of every odd month at

18:30 hours, unless otherwise agreed to, or unless a special

meeting is called by the Association President.

Section 2. Special meetings may be called by the Association President

**Article VIII. Voting**

Section 1. A quorum shall consist of the active members present at the

meeting, plus any members who have submitted a vote or

representation by proxy in advance of the meeting.

Section 2. Each service shall be allowed one vote, by the EMS Director or

his/her designee.

Section 3. Voting by proxy shall be allowed if directed through a board

Member. Proxy votes shall be submitted in writing to the respective

board member.

**Article IX. Elections**

Section 1. Elections of officers shall be held at the November meeting of the

Association in the odd numbered years.

Section 2. The President shall appoint a nominating committee consisting of

three (3) members to present a slate of two (2) candidates for the

offices of President, Vice President and Secretary/Treasurer.

Section 3. Nominations of officers shall be received from the floor at the

September meeting, subsequent to a report from the nominating

committee.

Section 4. The officers shall be elected by the voting members for a two year

term. Terms of office shall commence in January of the even

numbered year. . The order of election shall be President, Vice

President,. and then Secretary/Treasurer .

Section 5. Vacancies in any of the elected offices shall be filled by election at

any regular meeting of the Association. Persons elected shall fill

the position only until the next regular election.

**Article X. Committees**

Section 1. Committees shall be established as needed to perform special

functions of the Association.

Section 2. Committee appointments shall be made by the Association

President, and may consist of the Active, Supportive and Advisory

Members.

Section 3. The Chairperson of each committee shall be appointed by the

Association President.

Section 4. The Chairperson shall be responsible for the communication of

his/her committee to the Association President.

**Article XI. Amendments**

Section 1. Amendments to these articles may be made by a majority vote of

the active members present, provided the proposed agreement has

been submitted in writing to the membership at least fifteen (15)

days prior to the meetings.

**Article XII. Dissolution of the Association**

Section1. No part of the Association shall be used to the benefit

of any member, officers of the Association or private individual.

(except that reasonable compensation may be paid for services

rendered to or for the Association); and no member, officer of the

Association, or any private individual shall be entitled to share in

the distribution of any of the assets on dissolution of the

Association. Any assets remaining upon dissolution and liquidation

of the Association shall be turned over to an Emergency Medical

Services related organization, selected by the membership.