

## ORDINANCE #4, SERIES 2003

### AN ORDINANCE PROVIDING FOR THE ORGANIZATION AND FUNDING OF THE JAMESTOWN EMERGENCY MEDICAL SERVICE

WHEREAS, the Town has had in existence, and supported a volunteer Emergency Medical Service (EMS); and

WHEREAS, the Board of Trustees wishes to update and provide for the funding and administration of the Emergency Medical Service; and

WHEREAS, it is desirable to provide for and maintain a current ordinance providing for organization, funding and administration of an efficient medical response team in order to provide for public safety;

THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF JAMESTOWN, COLORADO:

Section 1. Purpose: The purpose of this ordinance is to protect the health, safety and welfare of the citizens of Jamestown through the provision of an efficient and well organized municipal safety service.

Section 2. Authority and Applicability: This ordinance is authorized by Section 31-15-401, C.R.S., which provides that the Town Board shall have the power to provide for the protection of the health, safety and welfare of the community.

Section 3. Emergency Medical Service Established and Separate from JVFD: The Emergency Medical Service of Jamestown shall respond to medical and other emergencies within the Town. The EMS Chief shall report directly to the Town Board but may coordinate response with other agencies as appropriate. The EMS may enter into reciprocal agreements with external agencies which would require response to emergencies outside of Town limits.

Section 4. Duties of the Town Board in Support of the EMS: The Town Board shall exercise and execute the following duties and privileges in association with the administrative requirements of EMS as well as any required by law or common practice as appropriate for a Board administering an emergency medical response organization.

- a. Provide for a budget and approve reasonable expenditures as provided for in Section 8 of this ordinance.
- b. Approve all funded capital purchases over \$1000.00.
- c. Provide for and support ballot issues reflecting reasonable requests for additional funding for operating cost or capital improvements.
- d. Approve requests for any grants that would require matching funds, or labor in kind valued at \$1000.00 or more, and administer awarded grant programs requiring over that amount in matching funds or in kind labor.
- e. Approve reasonable interagency or mutual aid agreements presented by the EMS.
- f. Appoint and sustain an EMS Chief; or when necessary, remove the appointed EMS Chief for cause.

Section 5. Appointment of Personnel: The EMS shall be appointed at the initial meeting of each newly elected Board of Trustees and whenever a vacancy exists. Candidates may be nominated by the department members or Town Board members at a regular EMS meeting or any Town Board meeting.

Section 6. Duties of the EMS Chief: The head of the EMS shall be the EMS Chief. The EMS Chief shall be responsible to the Board of Trustees for the proper administration of the EMS. The EMS Chief shall be responsible for the discipline, good order and proper conduct of the EMS and its personnel, the enforcement of all applicable laws, ordinances and regulations pertaining thereto, and for the care and condition of property of the EMS. The EMS Chief shall be responsible for executing the following administrative duties:

- a. The EMS Chief or designee shall have responsibility for control over all persons at medical emergencies.
- b. The EMS Chief shall be the official point of contact between the EMS and the Town Board. The EMS Chief shall be the official point of contact between the EMS and external agencies.
- c. The EMS Chief shall be responsible for the development and implementation of adequate and comprehensive training programs for volunteers.
- d. The EMS Chief shall, accept or reject potential volunteer members, administer discipline or dismiss volunteer members as necessary in order to maintain the morale and adequacy of the department as a whole.
- e. The EMS Chief shall submit an annual budget proposal for the EMS to the Town Board as requested, but not later than December 1 for each subsequent year. The EMS Chief shall authorize expenditures for the department within the limits of the approved budget and this ordinance.
- f. The EMS Chief shall establish a chain of command to ensure that the organization functions in the EMS Chief's absence.

Section 7 Source of Funds for EMS: The Town Board shall provide an annual budget and set aside funds for the purpose of maintaining the EMS. Funding shall be provided from the following sources:

- a. Mill levy authorizations as approved by the electorate.
- b. Income from impact fees designated for safety services
- c. Reimbursements for services.
- d. Profits from picnics, celebrations, and other social events designed to raise money for the department.
- e. External grants, loans or individual donations to EMS.
- f. Transfers from the Town General Fund.

No moneys from the collection of mill levies approved for EMS operating expenses shall be used for any other purpose. No moneys from the collection of mill levies approved for capital purchases and improvements shall be used for any other purpose. Moneys for operating costs and capital expenses shall not be commingled. Interest accrued from individual savings accounts shall be reinvested in that account. Income from sources above, shall be deposited as operating expenses funds unless pre-specified, donor specified or otherwise directed by the Board.

Section 8. Absences During Emergencies: In the case of the absence of EMS Chief at any emergency; other designee(s) in accordance with EMS chain of command and Incident Command protocols, shall assume the powers and responsibilities of the Chief. When the Chief is unable to



perform responsibilities for any reason, those duties shall be assumed in accordance with the EMS organizational outline or assigned by the Chief.

Section 9. Severability: If any portion of this Ordinance, or application thereof to any person or circumstances, be held invalid, such invalidity shall not affect the remaining portions of this Ordinance. The Town Board hereby declares that it would have passed this Ordinance and each part hereof irrespective of the fact that any one part be declared invalid.

Section 10. Repeal: All ordinances or parts of ordinances, of the Town of Jamestown, Colorado in conflict herewith are hereby repealed and specifically Ordinance 5, Series 1998.

Section 11. Safety Clause and Emergency Effective Date: The Board of Trustees herewith finds, determines and declares that this Ordinance is necessary to the immediate preservation of the public health and safety in order to timely provide for safety of citizens and preservation of property. This Ordinance shall be effective upon adoption and approval by the Mayor.

**INTRODUCED, READ, ADOPTED, APPROVED, SIGNED AND ORDERED PUBLISHED IN FULL  
THIS 1st DAY OF December, 2003.**

  
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**MARY ELLEN BURCH, TOWN CLERK**

  
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**KENNETH LENARCIC, MAYOR**