

## **ADDITION 7C**

### **CREATING AN AMBULANCE COMMISSION**

#### 7C.01 ESTABLISHMENT.

An Ambulance Commission for the City of Wabasha is hereby created, to be composed of five (5) members, one of which shall be from the medical profession. The term of office of each commission member shall be three (3) years, except that the first commission members shall be appointed for terms expiring the third Tuesday of April of the years 1985, 1986 and 1987, respectively. Thereafter the term shall be three (3) years each. The Mayor shall appoint the Ambulance Commission members, confirmed by a majority vote of the City Council.

#### 7C.03 QUALIFICATION AND DUTIES.

All Ambulance Commission members shall be residents and qualified electors of the City of Wabasha and shall perform all duties necessary for the proper and efficient operation of the City Ambulance Service.

#### 7C.05 VACANCIES.

In case the office of any member shall become vacant during the member's term, the Mayor, subject to the approval of the majority of the City Council, shall in like manner as soon as practical thereafter, appoint a person of like qualifications to fill such vacancy during such unexpired term and until a successor shall be appointed and qualified.

#### 7C.07 QUORUM.

A majority of three (3) members constitutes a quorum for the conduct of business of the Ambulance Commission.

#### 7C.09 EXPENSES.

The City Council shall pay from the City Treasury all necessary expenses incurred by the Ambulance Commission in the performance of its duties.

#### 7C.11 PURCHASES.

The Ambulance Commission shall supervise and approve all purchases of equipment and supplies for the Wabasha City Ambulance Service not exceeding \$500.00. All purchases in excess of \$500.00 must be first approved by the City Council.

#### 7C.13 FUNCTION.

Paid City Ambulance employees, as well as volunteer personnel, shall be under the supervision and control of the Ambulance Commission to insure successful performance of the purpose of the Ambulance Service.

Subd. 1. The Ambulance Commission shall maintain a service register of all members of the volunteer as well as the paid City employees for the purpose of evaluating qualifications, training and competence.

Subd. 2. The Ambulance Commission shall immediately after its appointment and from time to time thereafter make, amend, alter and change rules and regulations to promote efficiency in the Ambulance Service to carry out the purpose of this Ordinance.

7C.15 RETENTION OF POWERS.

The City of Wabasha shall have, maintain and retain title to the property, including real estate and personal property used for, incident of or in connection with the Ambulance Commission and shall retain unto itself the obligation, power and authority to establish, enforce, order, codify, amend and repeal all ordinances, rules and regulations for the governing of the Ambulance Commission, whether herein created and established or otherwise defined.

7C.17 COMPLAINTS AND GRIEVANCES.

The Ambulance Commission shall establish a regular procedure for the orderly processing of complaints against the service performed or grievances of personnel within the Ambulance Service.

7C.19 SETTING OF AMBULANCE RATES.

The Ambulance Commission shall annually review the respective rates for ambulance service and other costs of operation and replacement of equipment. All rates shall be approved by the City Council.

7C.21 AMBULANCE POLICIES.

It shall be the function and duty of the Ambulance Commission to prepare and submit to the City Council and each participating political subdivision, if any, for approval, the proposed policy regarding ambulance service to those respective political subdivisions.

7C.23 PERSONNEL.

The Ambulance Commission shall have the authority to hire, discharge and set the salary of all employees, including the Director of the Ambulance Service, subject to the approval of the City Council.

7C.25 MANAGEMENT.

The duly appointed Director of the Ambulance Service shall act as Clerk of the Ambulance Commission and shall have charge of the books which shall contain a full and complete statement of the condition and operation of the Ambulance Commission and of all monies received and paid out by order of the Ambulance Commission and all debts due and owing to the Ambulance Commission for any cause whatsoever, together with an accurate account of all expenses of the Ambulance Commission and keep the records of all Ambulance Commission meetings and make out all reports and all bills and perform such other duties as the Ambulance Commission prescribe by any rule or regulation. The Ambulance Commission shall make and submit to the City Council a full, complete and accurate and itemized financial statement of the operation and expenditures of the Ambulance Commission during each year. The Ambulance Commission shall submit a budget annually by the first business day in the month of September.