

**COUNTY OF SACRAMENTO  
EMERGENCY MEDICAL SERVICES AGENCY**



Program Document: **Operational Advisory Committee (OAC)**  
Policy Number: 2020.17

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Signature on File  
EMS Medical Director

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Signature on File  
EMS Administrator

**Purpose:**

- A. To advise the Sacramento County Emergency Medical Services Agency (SCEMSA) Medical Director on the operational impact of medical oversight policies, procedures, and treatment protocols.
- B. To advise the SCEMSA Medical Director on the operational impact of education, training, quality improvement, and data collection issues.
- C. To have operational input into the establishment of the standard of quality prehospital medical care for the SCEMSA system.

**Authority:**

- A. California Health and Safety Code, Division 2.5
- B. California Code of Regulations, Title 22, Division 9

**Membership:**

- A. Emergency Medical Services Liaison Officer (ELO) from each Advanced Life Support (ALS) provider.
- B. ELO from each Emergency Medical Technician (EMT) service provider that does not also offer ALS services.
- C. ELO from each dispatch agency.
- D. ELO from each of the hospital systems in Sacramento County and designated trauma centers.
  - 1. The ELO should be able to discuss system issues involving their patient population within Sacramento County.
  - 2. The Base Hospital Coordinator, Emergency Medical Services Liaison Nurse (ELN) may readily fulfill this function.
- E. One (1) paramedic from a Sacramento County 9-1-1 (ALS) provider selected by the 9-1-1 provider.

- F. One (1) paramedic from Sacramento County non-9-1-1 ALS provider selected by the non-9-1-1 ALS provider.
- G. SCEMSA Medical Director.
- H. SCEMSA Staff.

**Attendance:**

- A. Committee members are expected to attend all meetings.
- B. If unable to attend a meeting, a member is expected to notify SCEMSA in advance, in writing, and identify a replacement from their institution or agency to fill their position for that meeting.
- C. Any committee member resigning their position on the committee is responsible for having their facility or agency select a replacement and for notifying SCEMSA in writing of the personnel change in advance.

**\*Voting:**

- A. Due to the "advisory" nature of the committee, many issues will require input rather than a voting process. Vote process issues will be identified as such by the Chairperson. When voting is required, the majority of the voting members of the committee need to be present. \*Voting: Designated to those on the current SCEMSA membership list.

**Policy:**

- A. The committee shall meet every three months or at the call of the Chair.
- B. SCEMSA staff will transcribe the meeting minutes and make them available for review one week prior to the next scheduled meeting.
- C. The SCEMSA Medical Director will serve as the chairperson.
- D. The Operational Advisory Committee is an advisory committee to the SCEMSA Medical Director and SCEMSA.
- E. Items to be considered for the agenda are welcome but must be received no later than fifteen (15) working days prior to the next scheduled meeting in order to be reviewed ten (10) working days prior to the meeting. Items for discussion are to be of an operational nature and relevant to SCEMSA system's performance.