

**ORDINANCE NO. 3830**

**AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF FRANKLIN, SOMERSET COUNTY, NEW JERSEY MORE PARTICULARLY CHAPTER 13, BOARDS AND COMMISSIONS, ARTICLE VII, EMERGENCY LIFE SUPPORT DELIVERY COMMITTEE.**

**SUMMARY**

An Ordinance Amending Chapter 13, Boards and Commissions, Article VII, Emergency Life Support Delivery Committee with changes to membership, meetings, coordinator, reports, votes, powers and duties and procedures.

**BE IT ORDAINED** by the Township Council of the Township of Franklin, County of Somerset and State of New Jersey that the Code of the Township of Franklin be and it is hereby amended as follows:

**SECTION I**

**Chapter 13, Boards and Commissions, Article VII, Emergency Life Support Delivery Committee** is amended thereto as follows:

**ARTICLE VII, Emergency Life Support Delivery Committee [Adopted 10-10-1989 by Ord. No. 1517 (Ch. 16 of the 1990 Code)]**

**§ 13-26 Purpose.**

The purpose of this article is to protect the public health, safety and welfare by establishing a Committee for Emergency Life Support Delivery for Franklin Township.

**§ 13-27 Membership. [Amended 8-8-1995 by Ord. No. 1911]**

**A.** A Committee for Emergency Life Support Delivery for Franklin Township (hereinafter the "Committee") is hereby established. Membership shall consist of the following ~~four~~ classes:

~~(1) Class I:~~

~~(a) Township Manager or designee.~~

~~(b) The Chief of Police or designee.~~

~~(2) Class II: three Council members selected by a majority vote of the Township Council.~~

~~(3) Class III: two members of the Franklin-Somerset First Aid Squad.~~

~~(4) Class IV.~~

~~A single membership may be granted to any squad which services Franklin Township who wishes to participate in formulating EMS policy and procedure for Franklin Township but does not wish to receive Township funding or capital investment. This does not include gas, annual donation or maintenance, as previously arranged.~~

~~C. A Class IV squad will have an active voice and vote on all procedural activities of the Committee but verbal input only, on financial matters.~~

~~D. A squad may change its status to Class III by supplying all necessary documentation and reports for a period of not less than six months prior to receiving funding. Any squad receiving Township funding then changing to a Class IV will not be eligible for an additional class change for 12 months.~~

~~E. The terms of the membership composing Class I of the Committee shall correspond with his/her official tenure. The terms of the members composing Class II of the Committee shall be for one year or terminate at the completion of their respective terms of office, whichever occurs first. The terms of the members composing Class III and Class IV shall be for one year or terminate upon resignation or removal from squad. The first aid/rescue squad shall elect a new representative to complete the term of the aforesaid member.~~

~~F. If a vacancy of a Class II member shall occur otherwise than expiration of a term as aforesaid, it shall be filled by the appointment of a majority vote of the Township~~

~~Council for the unexpired term. If a vacancy of a Class III or IV member shall occur otherwise than by expiration of a term as aforesaid, it shall be filled by the first aid/rescue squad in which the vacancy occurred in the manner prescribed herein.~~

1. Township Manager or Designee
2. The Chief of Police or Designee
3. One (1) to three (3) Council Representatives selected by the Township Council
4. A representative and alternate of any First Aid or Rescue Squad which services Franklin Township that wishes to participate in formulating EMS policy and procedure for Franklin Township.

**B. Each First Aid/Rescue Chief Officer shall appoint a representative and alternate prior to the January ELS meeting. The Township Manager's and Chief of Police's Designee can be the same person, as well as ELS Committee Coordinator. Their term shall run for the calendar year.**

**§ 13-28 Meetings. [Amended 8-8-1995 by Ord. No. 1911]**

- A. Meetings of the Committee for Emergency Life Support Delivery for Franklin Township shall be held six **(6)** times a year. Additional meetings may be scheduled by the membership based upon need, and the ~~Chairperson~~ **Coordinator** shall be empowered to call special meetings should he/she perceive a need for same.
- B. The location of each meeting shall alternate in sequence between Squad Building and **the Public Safety/Municipal Building.**
- C. **Each host Squad may waive their location in lieu of the Public Safety/Municipal Building at the host Squad's discretion.**
- D. **Attendance will be in compliance with the Franklin Township Municipal Code Absenteeism Policy, Chapter 13, Article XXII.**
- ~~C. Failure of a Class I, Class II, Class III or Class IV member to attend three consecutive meetings of the said Committee shall, upon a majority vote of the Committee, result in removal from the Committee.~~

**§ 13-29 ~~Chairperson and Vice Chairperson~~ **Coordinator**. [Amended 8-8-1995 by Ord. No. 1911]**

- A. The Committee for Emergency Life Support Delivery for the Township shall have a ~~Chairperson and Vice Chairperson~~ **Coordinator**. The ~~Chairperson~~ **Coordinator** shall be a member of the Township Council **designated by the Township Manager and shall be a staff member of the Township.** The ~~Chairperson~~ **Coordinator** shall have the responsibility of reporting to the governing body **Council Representatives;** the ~~Vice Chairperson~~ shall be a member of any of said four Classes. **This may be accomplished via the meeting minutes.**
- B. The ~~Chairperson and Vice Chairperson~~ **An Assistant Coordinator** shall be appointed **elected** by a majority vote of said Committee. The term of said offices shall be for one **(1)** year, or terminate at the completion of his or her term of membership in the Committee, whichever occurs first. The term shall run from January 1 of the year in which the appointments are made. ~~If a vacancy occurs in the office of the Chairperson other than by expiration of the term as aforesaid, it shall be filled by a majority vote of said Committee as mentioned above. If a vacancy occurs in the office of the Vice Chairperson~~ **Assistant Coordinator** it shall be filled by a majority vote of the said Committee as mentioned above.

**§ 13-30 Reports. [Amended 8-8-1995 by Ord. No. 1911]**

- A. Written reports shall be required to be presented to said ~~Chairperson~~ **Coordinator** at intervals prescribed in this section from each ~~member of the Committee~~ pursuant

~~to § 13-27 hereof~~ **First Aid Squad/Rescue Squad. Written reports from the Police Department shall be presented to the First Aid/Rescue Squad at the January ELS Meeting. A squad report shall consist of and be filed six times a year: First Aid Squad/Rescue Squad Annual must be submitted on or before March 1<sup>st</sup> of the new year.**

(1) Squad Personnel Report. The Squad Personnel Report shall encompass active members as well as the current status of the training of each active member.

(2) **Squad** Call Breakdown - Yearly.

(a) The call breakdown shall encompass the number of calls and man hours within Franklin Township.

(b) The call breakdown shall encompass the number of calls and man hours outside of Franklin Township.

**(3) The Annual Police Report - Yearly**

(a) **The total number of dispatches for all First Aid/Rescue Squads dispatched by Franklin Township.**

(b) **Franklin Township's record of mutual aid calls performed by each individual First Aid/Rescue Squad.**

**Failure to render reports may result in a delay of an individual First Aid/Rescue Squad receiving their annual Donation/Stipend from Franklin Township.**

~~(c) The call breakdown shall encompass the number of calls and man hours outside of squad boundaries as set by the New Jersey State First Aid Council.~~

~~(3) Annual budget for each first aid/rescue squad when requesting capital funding.~~

~~(4) Review of financial records upon request for capital funding.~~

~~B. Class I, Chief of Police report [§ 13-27A(1)(b)] shall consist of and be filed six times a year:~~

~~(1) Active report.~~

~~(a) Number of dispatches for all first aid/rescue squads which they dispatch.~~

~~(b) Number of mutual aid calls done by each first aid/rescue squad, individually.~~

~~C. Failure to submit such reports shall, upon the majority vote of the Committee, result in the removal of the member or squad failing to do so.~~

### **§ 13-31 Votes.**

Each member of the Committee shall have one vote.

**Each representative or alternate of the Committee shall have one (1) vote, with the exception of Township Council members, who will not vote. In cases where the same member represents one or more positions within the Committee, only one (1) vote shall be cast by that member for the respective committee positions held. A quorum for a vote shall consist of a minimum of four (4) members of the Committee.**

### **§ 13-32 Powers and duties.**

A. The Committee is authorized to receive, review and make recommendations to the Township Council. It shall also have the following powers and duties:

(1) Make recommendations to the Township Council regarding the distribution formula for annual budget contributions to **First Aid/Rescue Squads**;

- (2) Receive and make recommendations to the Township Council upon request for capital appropriations for First Aid/Rescue Squads;
- (3) Receive and make recommendations to the Township Council upon requests for policy changes for said First Aid/Rescue Squads;
- (4) Receive and make recommendations to the Township Council upon resolutions for said First Aid/Rescue Squads;
- (5) Receive and make recommendations to the Township Council upon any and all such other requests as may be deemed properly made to the Committee by a majority vote of said Committee;
- ~~(6) Review and verify all members for eligibility to ride per training requirements of the State Department of Health and the New Jersey State First Aid Council;~~
- (6) The Committee**, with input from all participating First Aid/Rescue Squads and the Franklin Township Police Department, **will** develop a set of dispatch protocols, including recordkeeping, mutual aid assignment and response times, for regular review;
- (7) The Committee will** act on and formulate recommendations upon Intersquad complaints based on given standards of care and acceptable protocols.

~~B. First aid/rescue squad will provide the Committee with an annual report of member certifications and expiration dates by the first week in February and an update no later than the last week in July.~~

**§ 13-33 Procedures.**

- A. In order to **solicit support to receive municipal funds as aforesaid, a First Aid/Rescue Squad shall** submit a request for municipal funds as aforesaid, a first aid/rescue squad shall submit to the Committee a written request. Attached to the request shall be any and all supporting information and documentation necessary to evaluate said request. Upon receipt of the request, the Committee shall have 30 days to review the same. The Committee may require additional information or documentation. If additional information or documentation is required, the requesting First Aid/Rescue Squad shall be notified and shall respond by either meeting with the Committee at its next scheduled meeting or by furnishing the requested documents by the next said meeting. ~~(The squad will be given a minimum of two weeks). Failure to comply with such a request shall constitute grounds for denying the request.~~
- B. Notice of approval or denial of a request by the Committee shall be in writing to the Representative ~~Class III~~ Member as defined hereunder.
- ~~C. If a request is not reviewed by the Committee within 30 days of its receipt, it shall be deemed approved by the Committee, and it shall be recommended for approval by the Committee to the Township Council .~~
- D. The aforesaid time period may be extended by agreement between the First Aid/Rescue Squad and the Committee.
- E. If a request by the first aid/rescue squad is approved by the Committee as aforesaid, it shall be presented to the Township Council and recommended for approval. The Township Council may then act on the request by either granting the request by a majority vote and directing that the appropriate monies be provided or it may deny same with or without a request that further information and documentation be furnished. The Township Council shall place any such recommendation by the Committee on a Township Council agenda within 45 **ninety (90)** days of its receipt. **In the event of an emergency, the ELS Committee can request an emergency Township Council meeting as soon as feasible.**

**~~§ 13-34 Participation.~~**

~~In order for a first aid/rescue squad, as defined herein, to make a request for capital funding to said Committee, said first aid/rescue squad must be a Class III member in said Committee. (See § 13-27.)~~

**SECTION II**

Each clause, section and subsection of this ordinance shall be deemed a separate provision to the intent that if any such clause, section or subsection should be declared invalid, the remainder of this ordinance shall not be affected.

**SECTION III**

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION IV**

This ordinance shall take effect immediately upon adoption and publication according to law.

**ORDINANCE NO. 3830**

THIS IS A TRUE COPY OF AN ORDINANCE ADOPTED BY THE  
TOWNSHIP COUNCIL, TOWNSHIP OF FRANKLIN, SOMERSET, NJ

INTRODUCED:	May 12, 2009
PUBLIC HEARING:	July 14, 2009
ADOPTED:	July 14, 2009
NOTICE OF FINAL ADOPTION:	July 27, 2009
EFFECTIVE DATE:	August 3, 2009

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ANN MARIE McCARTHY, TOWNSHIP CLERK

