

Selectboard Policy
Regarding the Provisioning of
Emergency Medical Services for the Town of Stowe

Policy: The Selectboard of the Town of Stowe acknowledges the importance of emergency medical services within the community. As such the Selectboard recognizes the important role the Stowe Rescue Squad, Inc. plays in delivering emergency medical services to the Town of Stowe. Therefore, it shall be the policy of the Selectboard to encourage a collaborative working relationship between the employees of the Town of Stowe and the Stowe Rescue Squad, Inc. in matters relating to the hiring of employees and volunteers, equipment purchases, assessing departmental needs and ensuring adequate resources are available for the provision of emergency medical services in the Town of Stowe

Purpose: The purpose of this policy is to outline the role of the Town of Stowe Emergency Medical Services Department and Stowe Rescue Squad, Inc., in the provision of providing emergency medical services to our community. It is also the purpose of this policy to provide guidance in how the Town of Stowe and the Stowe Rescue Squad, Inc. may work collaboratively

Roles of the Town of Stowe Emergency Medical Services (EMS) Department:

1. The Town of Stowe shall hold the Vermont Board of Health License to Operate Ambulance Service and hold the title to all associated equipment.
2. The EMS Chief shall be an employee of the Town of Stowe and shall serve as the "Head of Service." He or she shall be responsible for emergency medical services in accordance with his or her job description as approved by the Town Manager.
3. The EMS Chief shall appoint volunteers, and subject to the Town managers approval, hire all full, part-time and per diem employees with the advice of a committee. The advisory committee should include a member of the Stowe Rescue Board or their designee.
4. The EMS Chief shall be responsible for evaluating, training, providing corrective action and dismissing all volunteers, full-time, part-time and per-diem employees subject to the approval of the Town Manager. Employees shall have grievance rights as outlined in the Stowe Personnel Rules or any applicable union agreement. Volunteers do not have employment rights, but may ask for a review by the Town Manager and the Stowe Rescue Inc Board of Directors within 15 calendar days of the Director of Emergency Medical Services decision. Based on their review the Director of Emergency Medical Services may modify his / her decision.
5. The Town Manager shall be responsible for hiring the EMS Chief with the advice of a committee. The advisory committee should include a member of Stowe Rescue or their designee.
6. The Town Manager shall be responsible for evaluating and providing corrective action to the EMS Chief. The Town Manager should take in consideration

- feedback from the Stowe Rescue Squad, Inc Board of Directors on the EMS Chief's performance as part of the annual evaluation.
7. The Town of Stowe Selectboard shall be responsible for the expenditure of all public tax dollars, the adoption of the annual operating budget and capital program for consideration by the voters, adopting municipal policies and procedures, and any plans for the future of the Town of Stowe or the Stowe EMS Department within the authority of the Town Charter.
 8. The Town of Stowe shall be responsible for paying employees and volunteers, adopting a departmental budget to support the departmental mission, and providing insurance for the equipment and operations.

Roles of Stowe Rescue Squad, Inc.

1. Stowe Rescue Squad, Inc. is a non-profit organization that is under the operational control of its members and Board of Directors as they may decide under the laws of the State of Vermont.
2. Their primary purpose is to assist the Town of Stowe Emergency Medical Services Department in providing emergency medical care, first aid and emergency transportation. As such they may accept donations, raise funds, and release them as they may decide in support of the Stowe EMS Department. Such money shall not be considered public money and shall be separately accounted for by the Stowe Rescue Squad, Inc.
3. The Stowe Rescue Squad, Inc. Board of Directors will work with the EMS Chief in assessing departmental needs and ensuring adequate resources are available for the provision of emergency medical services in the Town of Stowe.
4. The Stowe Rescue Squad, Inc. Board of Directors will work with the EMS Chief in the development of and compliance with the departmental mission, annual work plan, long term plan, policies and procedures.
5. The Stowe Rescue Squad, Inc. Board of Directors will work with the EMS Chief to ensure a team spirit among all volunteers and employees.
6. The Stowe Rescue Squad, Inc Board of Directors will work with the EMS Chief on volunteer recruitment and retention.
7. The Stowe Rescue Squad, Inc Board of Directors and the EMS Chief are expected to work together in building and sustaining strong community relations.
8. At any time the Stowe Rescue Squad, Inc Board may bring matters of concern to the EMS Chief's attention. If it is not satisfactorily resolved at that level, the issue may be brought to the Town Manager, then the Selectboard.

IN WITNESS WHEREOF, this Emergency Medical Services Provisioning Policy is hereby approved and adopted by the Selectboard for the Town of Stowe, on this, the _____ day of _____, 2015; to be effective as of _____, 2015. ATTEST:

William Adams, Chairman

William Noyes, Vice Chair

Lisa Hagerty

Adam Davis

Neil Van Dyke

UNDER SEAL OF THE TOWN, received, filed and recorded on this _____ day of _____, 2015 at _____ m.; ATTEST:

Office of the Town Clerk