

BY-LAWS of SOUTH CENTRAL HEALTHCARE PREPAREDNESS COALITION

Article I – Name

The name of this coalition shall be the South Central Healthcare Preparedness Coalition.

Article II – Purpose

The South Central Healthcare Preparedness Coalition is a network of healthcare and emergency response organizations within Blaine, Camas, Cassia, Gooding, Jerome, Lincoln, Minidoka, and Twin Falls counties that are committed to strengthening the healthcare system’s ability to respond to emergencies and disasters. This is done by identifying preparedness gaps, determining specific priorities, and developing plans for building and sustaining healthcare capabilities. The *2017 – 2022 Health Care Preparedness and Response Capabilities* document outlines the high-level objectives that the nation’s health care delivery system, including Health Care Coalitions and individual health care organizations, should undertake to prepare for, respond to, and recover from emergencies. These capabilities illustrate the range of preparedness and response activities that, if conducted, represent the ideal state of readiness in the United States. The Assistant Secretary for Preparedness and Response recognizes that there is shared authority and accountability for the health care delivery system’s readiness that rests with private organizations, government agencies, and Emergency Support Function – 8 lead agencies. Given the many public and private entities that must come together to ensure community preparedness, Health Care Coalitions serve an important communication and coordination role within their respective jurisdictions. The coalition’s activities focus on developing and enhancing the following four capabilities:

- **Capability 1: Foundation for Health Care and Medical Readiness**
- **Capability 2: Health Care and Medical Response Coordination**
- **Capability 3: Continuity of Health Care Service Delivery**
- **Capability 4: Medical Surge**

Article III – Authority

The South Central Healthcare Preparedness Coalition is created by South Central Public Health District under national guidance for healthcare system preparedness, from the Office of the Assistant Secretary for Preparedness and Response.

In this capacity, the coalition provides multi-agency representation to facilitate healthcare preparedness through all phases of the disaster cycle.

Article IV – Membership

Membership in the South Central Healthcare Preparedness Coalition shall include representation from public health, emergency management, hospitals, emergency responders, mental/behavioral health providers, and other community and faith-based partners. Whole community involvement is sought to include special populations.

Representatives in the Healthcare Preparedness Coalition should have some level of expertise in healthcare system emergency management. The ideal representative is knowledgeable of emergency management principles and practices, the National Incident Management System including the Incident Command System, and understands the organization that they are representing.

Membership will be determined collaboratively by the South Central Healthcare Preparedness Coalition. The Healthcare Preparedness Coalition will focus its membership from:

- Public Health
- Hospitals
- Emergency Medical Services (EMS)
- Emergency Management Coordinators
- Home Health and Hospice
- Long-Term Care/Skilled Nursing Facilities
- Coroners
- Community Action Agency
- Mental/Behavioral Health
- Transportation Organizations
- Non-Governmental Organizations
- Healthcare organizations and community partners who wish to work collaboratively on emergency preparedness and response. (i.e. Private/Primary Care, Community Health, Specialty Providers, Federal)

The South Central Healthcare Preparedness Coalition shall have the following officers:

- Chair:
 - Elected at large, for a two-year term
 - Presides over coalition meetings and represents the coalition as needed
- Chair Elect:
 - Elected at large, for a two-year term
 - Will step into the Chair position after the two-year term is completed
 - Serves in the absence of the Chair and represents the coalition as needed
- Secretary/Recorder:
 - South Central Public Health District Healthcare Liaison
 - Responsible for agendas and Minutes of coalition meetings and communications to members and/or organizations

The South Central Healthcare Preparedness Coalition functions with the following groups:

- South Central Healthcare Preparedness Coalition (SCHPC)
 - Large group which meets at a minimum quarterly, more often if necessary

- Each agency will have one vote. Votes will be made by a roll call.
- Members can vote in absentia but will be expected to attend regularly scheduled meetings and be in good standing.
- South Central Healthcare Preparedness Coalition Advisory Board (SCHPC AB)
 - Meets ahead of coalition meetings to discuss agenda topics for the South Central Healthcare Preparedness Coalition meetings
 - Provides guidance to the coalition and makes recommendations relating to emergency preparedness, response and recovery

The coalition may establish standing committees or ad hoc committees as necessary to carry out the activities of the coalition. Examples include:

- Hospital Preparedness
- Training and Exercises
- Planning
- Finance

APPROVAL OF BYLAWS: The Bylaws are adopted by a majority vote of the coalition membership present at the meeting. The Bylaws may be revised only through a majority vote of the coalition membership. The Bylaws will be open for revision annually.

The signature below confirms a vote made by coalition members to adopt these Bylaws as written for Subgrant years July 1, 2017, to June 30, 2019.



SCPHD Healthcare Liaison

First Date of Approval: January 23, 2014

Date of Revision/Approval: August 28, 2014

Second Date of Revision/Approval: August 26, 2015

Third Date of Revision/Approval: May 24, 2017

First Date of Review/Approval: August 23, 2017