

# Metro Region Health & Medical Preparedness Coalition By - Laws

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## Article I – Name and Purpose

The name of the coalition shall be the Metro Region Health & Medical Preparedness Coalition (The Coalition). The Coalition shall be a voluntary association of members who sign the Coalition Letter of Intent. The Coalition has four primary members they are Health Care, Local Public Health/Tribal Health (LPH/TH), Emergency Managers (EM), and Emergency Medical Services (EMS).

The purpose of the Coalition is to communicate and facilitate more effective, efficient, and timely situational awareness as well as support the coordination of resources resulting in an overall improved emergency management cycle (mitigation, preparedness, response, and recovery). The Coalition will support public health and medical response and recovery to include, but not limited to:

1. Provide regional coordination of planning, training, and exercising.
2. Provide health and medical situational information to support the Region.
3. Facilitate health and medical resource sharing through multi-agency coordination.
4. Address the appropriate capability targets as defined by Emergency Management, Public Health/Tribal Health, Health Care and EMS.

## Article II – Membership

Emergency Managers, Emergency Medical Service agencies, Local Public Health/Tribal Health jurisdictions, Health Care agencies, Long Term Care facilities, Clinics, Home Care agencies, Hospice Agencies, and other medical providers, in the seven-county metropolitan area are offered membership in the Coalition. Non-government organizations and other emergency preparedness stakeholders are welcome to join if interested.

## Article III – Meetings

There shall be at least two meetings of the whole Coalition per calendar year. Throughout the year there are trainings, workshops, conferences, and exercises that are available to the Coalition members.

## Article IV – Senior Advisory Committee

The development and direction of the Coalition is conducted by a Senior Advisory Committee that meets monthly. The Senior Advisory Members are voted representatives of the primary members: Health Care, EMS, EM, and LPH/TH, Home Care, and Hospice The Charter for the Senior Advisory

Committee guides the operations of the committee. All Coalition members are welcome to attend the Senior Advisory Committee meeting as observers.

The Senior Advisory Committee has oversight of workgroups for the Coalition. Members are welcome to join work groups as they are formed. The historic work groups have been Information Sharing, Training and Exercise and Funding Resources. Workgroups will be formed as needed as topics are presented or needs arise.

Members may submit ideas, suggestions, or feedback to the Senior Advisory Committee through the Regional Healthcare Preparedness Coordinator (Secretary) or contact your discipline SAC member directly.

### Article V – Amendments to the Bylaws

These bylaws may be amended through the Senior Advisory Committee of the Coalition by reaching a consensus.

### Article VI – Amendments to the Coalition Letter of Intent or other Coalition Documents

The Coalition documents created by the Senior Advisory Committee may be amended by the agreement of the Senior Advisory Committee of the Coalition. Requests for amendments must be approved by the Chair of the Coalition (SAC). Any amendment so proposed must enhance or clarify the Coalition in existence in order to be considered and must uniformly promote emergency preparedness efforts for the Coalition.

### Article VII – General Business of the Coalition

Motions pertaining to the general business of the Coalition including but not limited to resolutions, statements of agreement, and other business will be accepted through consensus by the Senior Advisory Committee.

### Article VIII – Indemnification

To the fullest extent provided for under Minnesota law, no officer of the Coalition shall be liable for monetary damages for an act or omission in the officer's capacity unless said act or omissions which: (1) involve intentional misconduct or a known violation of the law or (2) involve a transaction from which said officer received improper benefit.

### Article IX – Miscellaneous

All records and meetings of the Senior Advisory Committee and the Coalition shall be available to the members upon request. These records will be available for seven years. The By-Laws will be reviewed every two years.

Adopted by the Metro Health & Medical Preparedness Senior Advisory Committee 3.19.24