There shall be a EMS department, the head of which shall be the EMS chief, who shall be appointed by the town manager subject to confirmation by the town council.

Article 1. General.

In accordance with Article "******" of the Charter of the Town of Lisbon, the Emergency Medical Services ("EMS") Department is hereby established. The Lisbon Town Council shall have the authority to enter into Mutual Aid Agreements, Memoranda of Agreement, or Interlocal Agreements with other municipal entities regarding the provision of EMS Services by the Town of Lisbon. The Town Council will have the authority to set EMS billing rates, enter into a contract for outside medical billing company and medical billing collections company

Article 2. Purpose and Function.

The Town of LIsbon finds it necessary to the public health and safety to provide EMS to the public pursuant to and consistent with the level of licensure that may be obtained from EMS Maine, a department of the State of Maine, from time to time. The Lisbon EMS Department is hereby established to provide first responder and EMS Services to the public, which were previously provided by the non-profit corporation known as the Lisbon Emergency, Inc.

Article 3. Position of EMS Chief.

There shall be an EMS Services Chief, appointed by the Town Manager and subject to confirmation by the Town Council. The EMS Service Chief shall be a full-time employee and shall be subject to the Personnel Policy. The Town Manager shall have authority to supervise, discipline, or remove the EMS Chief as provided in the Personnel Policy.

Duties of ems chief.

The EMS chief shall:

(a) Direct and control all town EMS licensed personnel in the performance of emergency operations within the municipality.
(b) Maintain communications and coordination for all licensing of all Department employees as required by EMS Maine and all other state or federal agencies
(c) Be authorized, with the approval of the town manager, to promulgate administrative rules and regulations and operating procedures relating to municipal Emergency Medical Services, consistent with state statutes and town ordinances.
(d) Provide a training program for EMS licensed personnel and first responders within the town in cooperation with appropriate governmental agencies.
(e) Provide for the maintenance of all town owned EMS equipment and buildings used by the EMS department.
(f) Prepare and submit annually to the town manager a budget relating to Emergency Medical Services.
(g) Compile and maintain data, prepare reports and such other information as required by state laws, rules, or regulations;
(h) Provide proper and necessary training for those persons responsible for the efficient delivery of Emergency Medical Services.

(i) Perform all other duties required by Town Charter, town ordinances, state law or as may from time to time be requested by the town manager and/or town council.
(j) Designate an Assistant Director for instances where the Director is unavailable or unable to perform the duties and responsibilities of the position, subject to confirmation by the Town Manager

Article 4. Staffing

(a) There shall be such staff and EMS licensed personnel as may be approved and hired by the Town Manager after consultation with the Chief, subject to funding and appropriations as authorized by the annual budget as approved at Town Meeting to provide adequate Emergency Medical Services to the town of Lisbon and any contracted towns/cities.