



AMBULANCE TRANSITION OVERSIGHT COMMITTEE

**Mayor C.A. Spearman
Councillor J.A. Coffman
Councillor J.P. Mauro**

Terms of Reference adopted October 27, 2008

Membership:	<p>Mayor and two Councillors City Manager City Solicitor Community Services Director (Project Sponsor) Fire/EMS Chief Deputy Fire/EMS Chief City Treasurer Director City Manager's Office Human Resources Manager</p>
Mandate:	<p>General Purpose is the oversight of governance transition of EMS and Ambulance Dispatch to Alberta Health Services and approval of agreements including financial recovery strategies.</p> <p>Key Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Reporting to and from City Council as the transition progresses • Monitoring reports from the administration working committees on EMS and Ambulance Dispatch transitioning • Communicating with the public on these issues • Key messages for staff
Meetings:	<p>Held: Mondays of CIC meetings of City Council How Often: As required Times of Meetings: 10:30 a.m. to Noon. Location: City Council Boardroom</p>
Contact:	<p>City Manager's Office 403-329-7365</p>

AMBULANCE TRANSITION OVERSIGHT COMMITTEE

TERMS OF REFERENCE (adopted October 27, 2008)

1. Name and Type of Committee

- Ambulance Transition Oversight Committee
- Ad Hoc

2. General Purpose

- Oversight of governance transition of EMS and Ambulance Dispatch to Alberta Health Services
- Oversight and approval of agreements including financial recovery strategies.

3. Key Duties and Responsibilities

- Reporting to and from City Council as the transition progresses
- Monitoring reports from the administration working committees on EMS and Ambulance Dispatch transitioning
- Communicating with the public on these issues
- Key messages for staff.

4. Composition and Appointments

Members:

- Mayor
- Two Aldermen
- City Manager
- City Solicitor
- Community Services Director (Project Sponsor)
- Fire/EMS Chief
- Deputy Fire/EMS Chief (Strategic Planning)
- City Treasurer
- Corporate Communications Manager
- Human Resources Manager

Term:

- To May 2009 (completion of agreements and transition)

5. Meetings

- Mondays of CIC meetings of City Council
- 10:30 – Noon

6. Resources

- Administrative support will be provided by Community Services.

7. Reports and Target Dates

- Committee will provide a monthly written report to City Council
- Issue specific updates will be forwarded as required