

SOP-12 – Formation of New Chapters



Raftified:

Purpose:

To define the structure, steps, and standards for creating new **Divisions** and eventually **Chapters** within EMSPAC, while maintaining interoperability, shared values, and adherence to the EMS Bill of Rights.

I. Scope & Definitions

- **Council:** 5–125 members at one base or region.
 - **Division:** Operational EMSPAC region (min. county, max. state) under EMSPAC SOPs and oversight. Not fiscally independent from the 5-borough unit.
 - **Chapter:** **A self-governing, fiscally independent** EMSPAC entity with its bylaws.
 - **Allied Entity:** Outside group aligned via MOU but not part of EMSPAC structurally.
 - **Interoperability:** Uniform coordination between Divisions, Chapters, and Allies.
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II. Inclusion/Exclusion

- All EMS personnel welcome; civilians may join with some viable EMS ties.
 - Exclude only for extreme misconduct or behavior.
 - Leadership must reflect diversity (gender, identity, EMS sector).
 - Supervisors/managers allowed, but must be vetted carefully. They are never going to be on our side.
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III. Steps to Form a Division

1. **Submit Letter of Intent** and 1-page mission.
 2. **Form a Provisional Leadership Council** (3–10 people).
 - Must be pro-EMS, democratic, inclusive, and represent the local EMS structure.
 - Must commit to a non-political, EMS-focused platform.
 3. **Sign & Submit: Mission Statement + EMS Bill of Rights.**
- You are not able to be in EMSPAC unless you have your own statement and agree to out EMS Bill of Rights
 4. **Begin Organizing:**
 - Map EMS locations by sector and assign Deputies.
 - Recruit Advocates per base.
 - Launch local campaigns (c3: charity, c4: political, c5: labor).
 - Host events, trainings, and identify local demands.
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IV. Organizational Phases

- **Phase 1:** Mapping, recruiting Advocates, early education, local actions.

- **Phase 2:** Appoint committee leads (Solidarity, Finance, Communications, etc.).
 - **Phase 3:** After 1 year, apply for **Chapter** status.
 - Must sign Mutual Aid Agreement with EMSPAC NYC.
 - Must follow EMSPAC SOPs, values, and EMS Bill of Rights.
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V. Shared Principles

1. **EMS Workers First** – Help each other before helping "the system."
 2. **Democracy & Standardization** – One person, one vote.
 3. **Maximum Diversity** – Identity inclusion without tokenism.
 4. **Reliability over Perfection** – Do what's practical, not polished.
 5. **Build Morale First** – Organizing starts with solidarity and goodwill.
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VI. Code of Conduct for Members & Officers

- Start small, be inclusive, stay on mission, build locally with national standards, and always prioritize EMS workers' well-being and empowerment.
 - Ensure diversity OF SECTOR: private, municipal, hospital, and volunteers
 - Follow EMSPAC SOPs and Bill of Rights.
 - Act with honesty, transparency, and respect.
 - Avoid conflicts of interest or unprofessional conduct.
 - Prioritize truth, accuracy, and confidentiality.
 - Respect all members; de-escalate conflicts before they grow.
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