

**CHAPTER 2  
FIRE AND PUBLIC SAFETY DIVISION**

**SECTION:**

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3-2-1: **CREATION OF FIRE DEPARTMENT:** The Fire Department is hereby established as an administrative department of the City. (Ord. 3003, 04-23-15)

3-2-2: **APPOINTMENT OF CHIEF:** The Mayor, subject to confirmation of the Council, shall appoint the Fire Chief. The Department shall be managed by the Fire Chief and, in his or her absence or removal, by the Fire Department employee who is next in command to the Chief. The Fire Chief may, subject to the approval of the Mayor, hire Department Chiefs and other officers and employees necessary for the proper operation of the Department. (Ord. 3003, 04-23-15)

3-2-3: **SUPERVISION AND REMOVAL OF FIRE CHIEF:** The Fire Chief shall be supervised by the Mayor and Council and may be removed, with or without cause, at any time by the Mayor, subject to confirmation by a vote of at least four (4) members of the Council.

3-2-4: **DUTIES OF FIRE DEPARTMENT:** The Fire Chief shall manage the Fire Department, and the equipment and property belonging thereto, and shall supervise and direct the Department in preventing and fighting fires; preventing conditions hazardous to life, property or public welfare in occupancy of structures or premises; reducing fire hazards in the structure or on the premises from occupancy or operation; matters related to the construction, extension, repair alteration or removal of fire suppression or alarm systems; and conditions affecting the safety of fire fighters and emergency responders during emergency operations. (Ord. 3003, 04-23-15)

3-2-5: **ESTABLISHMENT OF DEPARTMENT OF FIRE PREVENTION.**

(A) The Chief of the Fire and Public Safety Division shall appoint a Fire Code Official for the purpose of administering and enforcing the Fire Code.

(B) The Fire Code Official shall have the general authority and responsibilities specified within the International Fire Code necessary for the implementation, administration, and enforcement of the Fire Code.

(C) In accordance with the procedures of the City and those prescribed by the Chief of the Fire and Public Safety Division, the Fire Code Official shall have the authority to appoint inspectors and designees as necessary to administer the Fire Code Official's duties under the Fire Code.

3-2-6: **LIMITATION OF OUTSIDE EMPLOYMENT:** No member of the Fire Department shall engage in any other employment or undertaking that will interfere or conflict with their duties as a member of the Department. All members of the Department shall first request the approval of the Fire Chief before engaging in such employment or undertaking, which approval shall be in writing. (Ord. 3003, 04-23-15)

3-2-7: **FIRE CHIEF TO MAKE MONTHLY REPORT:** The Fire Chief shall make reports to the Mayor and Council, as requested. (Ord. 3003, 04-23-15)

3-2-8: **SCOPE OF DUTIES:** **SCOPE OF DUTIES:** Nothing in this Chapter, the International Fire Code, or any other fire or public safety code adopted by the City, shall create a private duty or obligation of the City to any person, or give rise to any private right of action, on account of any failure by the City or any member of the Fire Department to perform the duties prescribed therein. (Ord. 3003, 04-23-15)

3-2-9: **EMS DIVISION.**

(A) Establishment of EMS Division. There is hereby established within the Idaho Falls Fire Department, a unit known as the Emergency Medical Services Division. The primary function of such division shall be to coordinate and regulate the delivery of emergency medical services provided to persons residing in or otherwise located within City limits. The EMS Division shall have the authority and responsibility to establish and enforce standards for pre-hospital patient care and patient transports.

(B) **DEFINITIONS.** As used in this Section:

**ADVANCED EMERGENCY MEDICAL TECHNICIAN - AMBULANCE (AEMT-A).** An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare on the basis of successful completion of an intermediate training program, examination, subsequent required continued training and recertification.

**ADVANCE LIFE SUPPORT.** The provision of medical care, medication administration and treatment with medical devices which correspond to the knowledge and skill objectives in the EMT-Paramedic curriculum currently approved by the EMS Bureau of the Idaho Department of Health and Welfare.

**AMBULANCE.** Any privately-owned motor vehicle used for, or intended to be used for, the transportation of sick or injured persons who may need medical attention during transport.

**ATTENDANT DRIVER.** A person who is qualified and licensed in accordance with this Chapter as both an ambulance attendant and ambulance driver.

**CERTIFICATION.** A credential issued to an individual by the EMS Bureau for a specified period of time indicating that minimum standards corresponding to one (1) or several levels of EMS proficiency have been met.

**CERTIFIED PERSONNEL.** Individuals who have completed training and successfully passed examinations for training and skills proficiency in one (1) or several levels of emergency medical services.

**CITY COUNCIL.** The City Council of the City of Idaho Falls, Idaho.

**CRITICAL CARE TRANSFER (CCT).** Transportation of a patient who has received definitive care at a hospital, and who requires or may require care beyond the level of EMT-B for maintenance while being transported. Such care includes, but is not limited to starting and/or maintaining IV's, drug administration, advanced airway care and cardiac monitoring and/or defibrillation.

**EMERGENCY.** A medical condition, the onset of which is sudden, that manifests itself by symptoms of sufficient severity, including severe pain, that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in placing the person's health in serious jeopardy, or in causing serious impairments of bodily function or serious dysfunction of any bodily organ or part.

**EMERGENCY MEDICAL SERVICES (EMS).** The services utilized in responding to a perceived individual need for immediate care in order to prevent loss of life or aggravation of physiological or psychological illness or injury.

**EMERGENCY MEDICAL TECHNICIAN - BASIC (EMT-B).** An individual holding an EMTB certification issued by the EMS Bureau of the Idaho Department of Health and Welfare.

**EMERGENCY MEDICAL TECHNICIAN - PARAMEDIC (EMT-P).** An individual holding an EMT-P certification issued by the EMS Bureau of the Idaho Department of Health and Welfare.

**EMS DEPARTMENT.** The Emergency Medical Services Department of the City of Idaho Falls, Idaho.

**FIRST RESPONDER.** An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare as a First Responder on the basis of successful completion of a First Responder course approved by the Board of Health and Welfare and subsequent required continuing training.

**OUT-OF-HOSPITAL CARE.** Any setting outside of a hospital, including inter-facility transfers, in which the provision of EMS may take place.

**PATIENT.** An individual who is sick, injured, wounded, or otherwise incapacitated or in need of medical assistance or transportation by an ambulance.

**PERSON.** Any individual, firm, partnership, association, corporation, trust group of individuals acting together for a common purpose, or organization of any kind, excluding any public corporation or agency.

**PRE-HOSPITAL CARE.** Any setting (including standbys) outside of a hospital, with the exception of inter-facility transfer, in which the provision of EMS may take place.

**TRANSFER.** The transportation of a patient from one medical care facility to another by ambulance.

**TRANSPORT NURSE.** A licensed professional nurse who provides critical care services with an organized transporting agency who is certified by the Idaho Board of Nursing, and who is also certified at a minimum as an EMT-B by the EMS Bureau of the Idaho Department of Health and Welfare on the basis of successful completion of a basic EMT training program, examination, subsequent required continuing training and recertification.

(C) **AUTHORITY OF EMS DIVISION PERSONNEL.** EMS Division personnel rendering emergency medical services at the scene of a medical emergency, injury or sudden onset of acute illness to which they have been dispatched or summoned shall be deemed to have complete medical and technical rescue authority until the patient is released to hospital staff upon arrival at a hospital.

(D) **REQUIREMENTS FOR OPERATION; EXCEPTIONS.**

1. It shall be unlawful for any person to conduct or operate an emergency medical service, including stand-by services, within the City of Idaho Falls without first obtaining an Ambulance License, issued pursuant to this Section.

2. It shall be unlawful for any person to operate or permit to be operated, an ambulance within the City of Idaho Falls unless each driver and attendant on board each ambulance holds a current Attendant-Driver license, issued pursuant to this Section. Such license shall be kept upon the Licensee's person while operating an ambulance or providing EMS services.

3. This Section shall not apply to:

- a Ambulances operated by an agency of the United States, the State of Idaho, the City of Idaho Falls, or a political subdivision of the State of Idaho.
- b An ambulance operated from a location outside of the City of Idaho Falls which solely transports patients to or from locations outside of Idaho Falls.
- c Persons providing EMS services solely with the use of aircraft of any type, either fixedwing or helicopter.

(E) CLASSIFICATION OF SERVICES.

1. General. Ambulance licenses issued pursuant to this Section shall set forth which of the following classification or classifications of services the licensee shall be permitted to perform with the licensed vehicle(s), and in performing such services each licensed vehicle shall conform with the staffing and equipment requirements for the type(s) of license(s) issued.
2. Class One. An ambulance staffed twenty-four (24) hours per day and equipped for emergency medical services authorized to be provided by one EMT-P and one EMT-B or Advanced EMT-A or two EMT-P's.
3. Class Two. An ambulance staffed twenty-four (24) hours per day and equipped for emergency medical services authorized to be provided by two EMT-B's.
4. Class Three. An ambulance staffed and equipped for non-emergency inter-facility transfer services. A properly licensed, staffed and equipped Class Three ambulance may provide care within the scope of practice of an EMT-B only. Minimum staffing for a Class Three ambulance shall consist of two EMT-B's. All patient transfers to or from a medical facility by any EMS service with a Class Three License shall be a previously scheduled transfer of a convalescent or an inter-facility transfer as first authorized by a medical doctor or a doctor of osteopathy. Examples of allowed responses include, but are not limited to, pre-scheduled requests for transport to a medical facility for scheduled diagnostic testing by a physician, return trips from medical facilities to the patient's private residence or extended care facility, routine trips or movement of patients from their private residence to extended care facilities, or to extended care facilities, and requests from Idaho Falls EMS for response assistance. Responses to acute illnesses and/or injuries, regardless of the location from which the call originates, are considered pre-hospital emergencies and shall not be handled by licensee under this Section, but must be turned over to the Idaho Falls EMS 911 center for response. Examples of such include, but are not limited to, orthopedic, neurological, cardiovascular, OB/GYN and pediatric requests for response, as well as calls received from emergency care centers for transport to hospitals.

While performing standby service, a Class Three ambulance shall not transport any patient from the event, but shall initiate the 911 EMS response system.

5. Class Four. An ambulance staffed and equipped for non-emergency inter-facility transfer services. A properly licensed, staffed, and equipped Class Four ambulance may provide Critical Care Transport. Minimum staffing for a Class Four ambulance shall consist of two personnel, one of which must be an EMT-P or Registered Nurse (RN). The second person must be an EMT-B, EMT-P or RN. Each EMT-P or RN aboard a Class Four ambulance must also hold a current Advanced Cardiac Life Support (ACLS) Certificate issued by the American Heart Association of Idaho. The EMT-P or RN on a transfer aboard a Class Four ambulance must be trained to provide the specialty skills required for the transfer and certified as such by that service's medical director. Examples of transfers requiring specialty skills include but are not limited to (a) neo-natal critical care patients, (b) obstetrical critical care patients, and (3) cardiac critical care patients or any other medical/trauma patients requiring IV medications including medications administered by an IV pump.

All patient transfers to or from a hospital by services with a Class Four License shall be a previously scheduled transfer of a convalescent or an inter-facility transfer as first authorized by a medical doctor or a doctor of osteopathy. Examples of allowed responses include, but are not limited to, prescheduled requests for transport to a medical facility for scheduled diagnostic testing by a physician, return trips from medical facilities to the patient's private residence or extended care facility, routine trips or movement of patients from their private residence to extended care facilities or extended care facilities to extended care facilities, and requests from Idaho Falls EMS for response assistance. Responses to acute illnesses and/or injuries, regardless of the location from which the call originates, are considered pre-hospital emergencies and shall not be handled by licensees under this Chapter, but must be turned over to the Idaho Falls EMS 911 center for response. Examples of such include, but are not limited to, orthopedic, neurological, cardiovascular, OB/GYN, and pediatric requests for response, as well as calls received from minor emergency centers for transport to hospital emergency rooms. Class Four ambulances may also transport any patient from any point outside Idaho Falls to a destination within Idaho Falls.

While performing standby service, a Class Four ambulance shall not transport any patient from the event, but shall initiate the 911 EMS response system.

(F) AMBULANCE LICENSE; TERM; FEES.

1. Ambulance licenses issued pursuant to this Section shall remain in effect from January 1 until December 31 of the year for which the license is issued, unless sooner revoked, terminated or suspended.

2. Each person seeking an EMS license shall pay an annual license fee as set from time to time by Resolution of Council.

(G) APPLICATION; INVESTIGATION; ISSUANCE OR DENIAL.

1. Applications for ambulance licenses or renewal licenses hereunder shall be made upon such forms as may be prepared or prescribed by the Fire Chief and shall contain:
  - (a) The name and address of the applicant and of the owner(s) of the ambulance service;
  - (b) The name under which the applicant does business or proposes to do business;
  - (c) The training and experience of the applicant in the transportation and care of patients;
  - (d) A description of each ambulance, including the make, model, year of manufacture, motor and chassis number; the length of time the ambulance has been in use; and the color scheme, insignia, name, monogram or other distinguishing characteristics to be used to designate the applicant's vehicle;
  - (e) The location and description of the place or places from which it intends to operate;
  - (f) Proof of insurance as required by this Section;
  - (g) An address to which all written notices, requests, demands or other communications may be mailed for delivery to the applicant. It shall be the applicant/licensee's responsibility to provide the Fire Chief with a current mailing address for the duration of the license term; and
  - (h) The name and mailing address of the licensee's medical director.
2. Completed application forms with checklists, attachments and license fee shall be filed with the Fire Chief. The Fire Chief shall review the application for completeness and forward it to the City Council within ten (10) working days after its receipt. It shall be the duty of the Fire Chief or Fire Chief's designee to cause an investigation to be made of the background and experience of each applicant, and to report the findings of such to the Council.
3. Within twenty-five (25) working days of receiving from the Fire Chief an application for a license, the Council shall issue or deny the license.

4. Upon review of an application for an ambulance license hereunder and upon review of the findings of the investigation required, the Council shall forthwith issue a license to the applicant if it finds:
  - (a) that the application is timely and complete;
  - (b) that all the requirements of this Section and other applicable laws and ordinances have been met;
5. An ambulance license issued under this Section shall not be assignable or transferable.

(H) INSURANCE.

1. No ambulance license shall be issued under this Section, nor shall such license be valid after issuance, nor shall any ambulance be operated in Idaho Falls unless there is at all times in force and effect insurance coverage, issued by an insurance company licensed to do business in the State of Idaho, naming Idaho Falls as an insured party, for each and every ambulance owned and/or operated by or for the applicant or licensee, providing for the payment of damages:
  - (a) For injury to or death of any person or persons in accidents resulting from any cause for which the owner of said vehicle or his agent would be liable on account of liability imposed on him by law;
  - (b) For injury or death of any patient or patients resulting from any cause for which the owner of said vehicle or his agent would be liable on account of liability imposed on him by law;
  - (c) For the loss of or damage to the property of another, including personal property, resulting from any for which the owner of said vehicle or his agent would be liable on account of liability imposed on him by law; and
  - (d) The policy limits of such insurance shall be in an amount set from time to time by Resolution of Council.
2. Prior to a license being issued or renewed, the applicant/licensee shall provide the Fire Chief with a certificate of insurance, issued by the insurer, evidencing existence and limits of Applicant's policy.
3. No ambulance license shall be issued under this Section, nor shall such license be valid after issuance, nor shall any ambulance be operated in Idaho Falls unless there is at all times in force and effect a Medical Malpractice Policy covering the licensee and its employees and Medical Director. The policy limits of such insurance shall be at least \$1,000,000 per occurrence and \$1,000,000 aggregate.

4. Every insurance policy required hereunder shall extend for the period to be covered by the license applied for, and the insurer shall be required to give not less than ten (10) days written notice to the Fire Chief and to the insured before any cancellation or termination thereof earlier than its expiration date, and the cancellation or other termination of any such policy shall automatically revoke and terminate the licenses issued for the ambulances pursuant to this Section, unless another insurance policy complying with the provisions of this Section shall be provided and be in effect at the time of such cancellation or termination. (Ord. 2964, 8-14-14)

(I) **MINIMUM EQUIPMENT REQUIREMENTS.** Each ambulance licensed under this Section shall be equipped, at a minimum, in compliance with the “Minimum Equipment Standards for Licensed EMS Services” as issued by the Idaho EMS Bureau of the Idaho Department of Health and Welfare, as may be amended from time to time.

(J) **COMMUNICATIONS EQUIPMENT REQUIREMENTS.** Each ambulance shall be equipped and maintained at all times by the operator with a two-way radio operating on assigned frequencies and licenses as granted by the Federal Communication Commission (FCC) sufficient to enable ambulance personnel to communicate from the vehicle clearly with:

1. Hospitals, on assigned FCC primary frequency;
2. Hospitals, on assigned FCC secondary frequency;
3. City of Idaho Falls - EMS dispatch center, on its primary frequency, to be used for emergency purposes only;
4. Other ambulances owned by same operator. Equipment shall include that required by State of Idaho regulations as they may be amended from time to time.

(K) **AMBULANCE STANDARDS.**

1. Each ambulance licensed under this Chapter shall be maintained in good mechanical repair and sanitary condition at all times. Each ambulance shall meet or exceed any federal, industry or trade specifications or standards for ambulance vehicles. Each ambulance must display “Emergency, Dial 911.”
2. Each ambulance shall be parked in a covered structure with access to an electrical outlet.

(L) **MEDICAL CONTROL.**

1. Medical Director. Each ambulance service licensed under this Section shall employ, or have under contract at all times, a medical director who shall be a

licensed medical doctor or doctor of osteopathy practicing within the City. Each medical director shall consult with the Idaho Falls EMS Medical Director to ensure that the ambulance service complies with City of Idaho Falls' standards and directives on pre-hospital patient care and patient transports.

2. Quality Assurance. On a semi-annual basis, the licensee's medical director shall review a minimum of twenty-five percent (25%) of all critical care transports and transports by the licensee. The licensee's medical director shall forward a semi-annual report to the Fire Chief listing the number and type of transports reviewed and shall certify that all such transports complied with the provisions of this Section or explain in detail the reasons why compliance was not had and the remedial measures undertaken to correct such non-compliance. All reports shall cover the periods of January to June and July to December and shall be due within thirty (30) days after the conclusion of the preceding semi-annual period.

3. Continuing Education. On or before February 1 of each year, the licensee's medical director shall certify that all critical care personnel have completed during the preceding year a minimum of twenty (20) hours of continuing education relative to critical care transfer procedures and current pharmacology. The licensee's medical director shall also forward with such confirmation a report listing the topics and number of hours per topic for each employee.

(M) ADVERTISEMENT FOR AMBULANCE SERVICES. All advertisements and telephone listings for Class Three, and Class Four ambulance service shall indicate non-acute, transfer capabilities only, and shall include "In case of an emergency, Dial 911." All ambulances must conspicuously display "For Emergency Medical Services, Dial 911" on the exterior of the vehicle.

(N) USE OF WARNING DEVICES; EMERGENCY RESPONSE.

1. Warning Devices. Ambulance services licensed under this Section are not authorized to provide transport services which would require the use of emergency warning devices, and shall not use any warning devices, except:

(a) When requested by Idaho Falls EMS Division to provide assistance during major incidents or disasters or for other requests of Idaho Falls;

(b) During neo-natal transfers;

(c) During critical care transfers; or

(d) When, during transportation, a patient's condition deteriorates rapidly and life would be threatened without rapid transportation to the nearest hospital. In all transfers and transports requiring the use of warning devices, the ambulance shall notify Idaho Falls Dispatch of initiation of use of the warning device and of the ambulance's arrival at its

destination. The licensee shall follow specific radio procedures and guidelines for communication with Idaho Falls Dispatch, as determined by the Idaho Falls EMS Division.

2. Emergency Responses. Ambulances licensed under this Section shall be allowed to operate at a maximum of ten (10) miles per hour in excess of the posted speed limit while operating in an emergency mode and shall comply with all state laws pertaining to emergency responses. When driving through an intersection while responding in an emergency mode, speed should be such that the vehicle may be stopped immediately to avoid a collision. When entering an intersection that is controlled by a stop sign, yield sign, a yellow light, or a red light, ambulances shall enter at a safe and appropriate speed not to exceed twenty (20) miles per hour, except in the following situations, where the ambulance must reduce its speed to five (5) miles per hour or less:
  - (a) All intersections in any high-density residential or commercial areas; and
  - (b) Any intersection that has limited visibility in any direction. When entering controlled intersections on a green light, the ambulance shall not exceed the posted speed.

(O) MAINTENANCE AND REVOCATION OF EMS LICENSE.

1. Maintenance of EMS License. Each ambulance operated under a license issued under this Section shall, at all times when in use as such, comply with all licensing, personnel and equipment requirements of this Section and be licensed by the State of Idaho, Department of Health and Welfare, EMS Bureau. Each ambulance service must comply with all federal, state, and local rules, regulations, standards and guidelines pertaining to the operation of ambulance services.
  - (a) Each licensed ambulance, its equipment and the premises designated in the application, and all records relating to its operation as such, shall be open to inspection by the Fire Chief or the Fire Chief's designated representative(s) during regular business hours.
  - (b) Copies of patient flow sheets and documentation of personnel present on each call, redacted to protect patient confidentiality, shall be provided to the Fire Chief or the EMS Division Chief upon request.
  - (c) The Fire Chief or the Fire Chief designated representative may cause such investigations to be made of licenses from time to time as it may find necessary to ensure continued compliance with this Section.
2. Revocation of EMS License.

(a) Grounds for Revocation. Violation of, or failure of a licensee to comply and maintain compliance with, any applicable provisions, standards or requirements of this Section or of any regulation promulgated hereunder, or any other federal; state, or local rules, regulations, standards or guidelines pertaining to the operation of ambulance services, shall be grounds for suspension, revocation, or termination of a license issued under this Section. The Fire Chief may recommend, and Council may suspend, revoke, or terminate a license issued under this Section for cause, after notice and a hearing.

(b) Procedure. Upon receipt of any complaint against a licensee, the Fire Chief shall investigate the allegations and hold a hearing on the complaint. Notice of the hearing shall be mailed to the licensee's last provided address and shall include:

(1) A statement of time, place, and nature of the hearing;

(2) A statement of the legal authority and jurisdiction under which the hearing is to be held;

(3) A reference to the particular sections of the ordinance regulations involved;

(4) A short and plain statement of the matters asserted. The hearing shall be held before the Fire Chief no later than fifteen (15) days after notice is mailed. The Fire Chief will have the burden of establishing by a preponderance of evidence that grounds for suspension, revocation or termination exists. The licensee shall be afforded an opportunity to respond and present relevant evidence and argument on all issues involved. Within fifteen (15) days after the conclusion of such hearing, the Fire Chief shall issue proposed findings of fact, conclusions of law, and its recommendation to Council. Within fifteen (15) days of receipt of the Fire Chief's recommendation, Council shall issue its findings of fact, conclusions of law and its order. Council may require the presentation of additional testimony or evidence by the Fire Chief or licensee. Upon suspension, revocation, or termination of an ambulance license hereunder, such ambulance shall cease operations as such.

(P) ATTENDANT-DRIVER LICENSE REQUIREMENTS. To be eligible for issuance of a license as an attendant-driver, an applicant shall:

1. Be at least eighteen (18) years of age;

2. Hold a valid State of Idaho driver's license;

3. Be currently certified at a minimum as an EMT-B;
4. Be able to speak, read and write the English language;
5. Never have been convicted of a felony;
6. Not have been convicted of a violation of Idaho Code Section 18-8004 within five (5) years prior to the date of application for license; and
7. For renewal of an Attendant-Driver License for a person who provides Critical Care Transport services, licensee must provide a letter from licensee's medical director stating that licensee has received at least twenty (20) hours of continuing education relative to critical care transport procedures in the preceding year.

(Q) APPLICATION; INVESTIGATION.

1. Application. An application for an Attendant-Driver License under this Section shall be submitted upon such forms as may be provided or prescribed by the Fire Chief and the application shall contain:
  - (a) The applicant's full name, current residence, places of residence for three (3) years previous to moving to the present address, together with an address for written notices, if different than his or her current residence.
  - (b) The applicant's birth date, height, color of eyes and hair;
  - (c) Whether applicant has ever been convicted of a felony or misdemeanor, and, if so, when and where and for what cause;
  - (d) The applicant's training and experience in the transportation and care of patients, and whether the applicant has previously been licensed as a driver, and if so, when and where, and whether a license has ever been revoked or suspended in any jurisdiction and for what cause; and
  - (e) Annual license fee as set from time to time by Resolution of Council.
2. Investigation. Within a reasonable time after receipt of an application for an Attendant Driver License, the Fire Chief shall cause an investigation to be made of the applicant.
3. The Fire Chief shall issue an Attendant-Driver License to the applicant when it is found that the applicant has met all requirements. The license shall be valid for one calendar year, beginning January 1 and ending December 31, unless earlier

suspended, revoked, or terminated. Such license shall not be assignable or transferable.

(R) REVOCATION.

1. In order to maintain such license, the holder of an Attendant-Driver License shall remain in compliance with the requirements of this Section. Each attendant-driver and the attendant-driver's employer shall have an affirmative duty to immediately notify the Fire Chief of any changes or occurrences which may affect the license holder's status. Failure to maintain compliance with the requirements to obtain an attendant-driver license shall be cause for suspension, revocation, or termination of the Attendant-Driver License.
2. An Attendant-Driver License may be revoked by the Fire Chief for any cause after notice and a hearing. Notice shall be in writing and sent by first class, postage prepaid, United States mail to both the attendant-driver, at the most current address provided by licensee, and to the attendant driver's employer, at its most current provided address. Notice shall contain:
  - (a) A statement of time, place and nature of the hearing;
  - (b) A statement of the legal authority and jurisdiction under which the hearing is to be held;
  - (c) A reference to the particular sections of the ordinance regulations involved;
  - (d) A short and plain statement of the matters asserted.
3. The notice and hearing procedure shall be the same as for revocation of an Ambulance License, as specified in Section O. (Ord. 3004, 04-23-15)