



## **Board of Health Bylaws**

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### **Revised**

May 6, 1992

July 28, 1993

February 9, 1994

January 14, 1998

November 17, 1999

June 2, 2002

October 1, 2003

October 1, 2005

March 11, 2009

October 5, 2011

October 17, 2012

November 14, 2013

October 8, 2014

November 18, 2015

February 28, 2018

April 25, 2018

May 23, 2018

of the Hearings Committee, on hearings or appeals to it, shall not be subject to review by or further appeal to the full Board of Health.

3. The Personnel Committee shall consist of five (5) members. It shall be the duty of the Personnel Committee to recommend Health Department personnel policies and salary schedules, which permit the employment and retention of qualified staff.

4. The Credentialing Committee shall consist of ~~three-four (34)~~ members. It shall be the duty of the Credentialing Committee to conduct and perform such background inquiries or investigations into the personal, educational, and professional background and history of physicians employed by, or to be employed by, the Health Department, sufficient to arrive at and form a reasonable opinion and recommendation to the Board of Health and to the Governing Council as to whether or not the credentials of said physician meet or exceed the requirements of the Health Department.

**Commented [KLM1]:** Change made due to the 2018 committee assignments and member increases approved at the January 24, 2018 BOH meeting. To be voted on at the May 23, 2018 meeting.

5. The Nominating Committee shall consist of ~~four-five (45)~~ members. It shall be the duty of the Nominating Committee to present a slate of officers and two (2) at-large Executive Committee members to the Board at the meeting immediately prior to the end of the operating fiscal year.

**Commented [KLM2]:** Change made due to the 2018 committee assignments and member increases approved at the January 24, 2018 BOH meeting. To be voted on at the May 23, 2018 meeting.

- D. The function of the standing committees described in sub-paragraphs C.1 through C.5 is advisory and fact finding. Any action must be approved by the Board of Health. No standing committee or individual member may decide any matter or action without specific Board of Health approval. The President shall be an ex-officio member of all standing committees and may participate in the discussion and deliberations of those committees but shall have the right to vote only in the case of a tie or to constitute a quorum.
- E. Term: Standing committee members, including chairpersons, shall be appointed at the January meeting of the Board of Health and, other than the Nominating Committee, shall serve for one (1) year or until a successor is appointed. Nominating Committee members shall serve for two (2) years.
- F. Meeting Procedure: Every meeting of a standing committee of the Board of Health, other than the Executive Committee, shall be called by its chairperson, by a majority of its members, or by the Executive Director. Every Board of Health member shall be given adequate notice of such meetings. A quorum for the conduct of committee business shall be a majority of its members.
- G. Membership: Only Board of Health members may be appointed to standing committees of the Board. Non-Board members may serve only as non-voting consultants to a standing committee.