

STATE BOARD OF HEALTH BYLAWS

Article 1: NAME

- 1.1 The name of this group shall be the State Board of Health, hereinafter referred to as the board.

ARTICLE 2: AUTHORITY

- 2.1 The Board is authorized under NRS 439.150.
- 2.2 The Board is considered supreme in all non-administrative health matters. It has general supervision over all matters, except for administrative matters relating to the preservation of the health and lives of citizens of the state and over the work of the State Health Officer and all local health departments, boards of health, and health officers.

ARTICLE 3: PURPOSE AND FUNCTION

- 3.1 The purposes of the Board are to:
 - 3.1.1 Protect and promote the public health generally
 - 3.1.2 Adopt, amend, and enforce reasonable regulations consistent with law in the areas outlined in NRS 439.200
 - 3.1.3 Set reasonable fees for programs and services of the Health Division as outlined in NRS 439.150(3).

ARTICLE 4: MEMBERSHIP

- 4.1 The Board consists of two doctors of medicine, one doctor of dental surgery, one doctor of veterinary medicine, one registered nurse, one general engineering contractor or general building contractor, and one representative of the general public.
- 4.2 The term of office of each member of the Board is four years (NRS 439.040).

ARTICLE 5: VOTING

- 5.1 Each appointed Board member shall have one vote.
- 5.2 A total of four members shall constitute a quorum.
- 5.3 A concurrence of at least a majority of the members of the Board (4) shall be required on all questions.

ARTICLE 6: OFFICERS/NOMINATIONS/ELECTIONS

- 6.1 Board officers shall be elected and include a chairman and vice-chairman.
 - 6.1.1 The chairman shall be elected at the first meeting of odd-numbered State fiscal years by a majority vote of all Board members.
 - 6.1.2 The vice-chairman shall be elected at the first meeting of even-numbered State fiscal years by a majority vote of all Board members.
 - 6.1.3 The Board's secretary shall open and close the floor for nominations
 - 6.1.4 The Executive Assistant shall call roll for the purposes of each member casting their vote and recording the votes.
 - 6.1.5 In accordance with the Nevada Open Meeting Law, all nominations and votes shall be provided orally.
 - 6.1.6 Only members present during the meeting may nominate and vote for officers.
- 6.2 Terms of office. The terms of office of chairman and vice-chairman are two years.
 - 6.2.1 The chairman may serve no more than two consecutive terms
 - 6.2.2 The vice-chairman may serve any number of consecutive terms
- 6.3 Vacancies. When a vacancy occurs in the office of chairman or vice-chairman, either by reason of having left the Board or office, a new chairman or vice-chairman is elected to fill out the unexpired term.
 - 6.3.1 This shall not constitute a full term for the purposes of 6.2.1
 - 6.3.2 An acting vice-chairman may be appointed by the chairman if the need arises
- 6.4 Duties
 - 6.4.1 The chairman shall preside at all meetings of the Board
 - 6.4.2 The vice-chairman shall act for and in behalf of the chairman in all cases of their absence.

ARTICLE 7: COMPENSATION (NRS 439.080)

- 7.1 Each appointive member is entitled to receive a salary of not more than \$80 per day, as fixed by the Board, while attending meetings of the Board.
- 7.2 While engaged in the business of the Board, each member is entitled to receive the per diem allowance and travel expenses provided for state officers generally.

ARTICLE 8: STAFFING

- 8.1 Staff to the board shall be provided by the State Health Division for purposes of secretarial, research, and other needs.

ARTICLE 9: MEETINGS

- 9.1 The State Board of Health may meet regularly at least once every six months.
- 9.2 Agenda items may be submitted in writing no later than fourteen days before the meeting by Health Division employees and/or Board members.
- 9.3 Meetings will generally follow parliamentary procedure as contained in Robert's Rules of Order insofar as they do not conflict with the Nevada Revised Statute and these Bylaws.
- 9.4 Meetings shall be conducted in accordance with NRS 241, known as Nevada's "Open Meeting Law."

ARTICLE 10: APPOINTMENTS

- 10.1 When a "delegated representative" of the Board is required by statute or regulation, the election is made by a majority vote of the members present.
- 10.1.1 If the delegated representative is to be selected from among Board members, they are chosen in the manner described for the election of a chairperson except that election need not be made at a specified time.
- 10.1.2 If the delegated representative is not to be a Board member, the State Health Officer recommends an appointee(s) to the Board for ratification. Ratification is made by a majority vote of members present.
- 10.2 The delegated representative shall be familiar with the Board's intent and shall keep the Board informed of their actions by periodic reports.
- 10.3 The Board may terminate such delegation of authority at its discretion by a majority vote of members present.

ARTICLE 11: AMENDMENTS

- 11.1 Proposed amendments to the Bylaws shall be submitted in writing to any member of the Board fourteen days prior to any regular meeting.
- 11.2 The Bylaws may be amended as approved by a majority vote of the Board.