

CITY/COUNTY BOARD OF HEALTH

BYLAWS

The City/County Board of Health of Livingston/Park County Montana shall operate under the authority of 50-2-101 through 50-2-124 of the MCA.

APPOINTMENTS

- (I)
1. The Park County Commissioners shall appoint one member to the City/County Board of Health who serves at their pleasure, and shall be a non-voting member.
 - update language* *2. The Mayor shall appoint with Council Approval, one member to the City/County Board of Health who serves at the pleasure of the appointing governing body, and shall be a non-voting member.
 3. Additional members shall be appointed as indicated in (a) of this section as mutually agreed upon by the governing bodies.
 - (a) (1) the county commissioners shall appoint 4 additional members to the board of health.
 - (a) (1) the mayor shall appoint, with council approval, 3 additional members to the board of health.

TERMS

- (II)
1. Terms of appointed members shall be staggered and shall be for three years each, except that the terms of the governing body representatives be concurrent with their terms as elected officials.
 2. Reappointment of expired terms shall follow requirements of section (I).
 - (a) (1) a maximum of three full terms, beginning with the adoption of these bylaws, shall be in effect.
 3. Reappointment to vacancies caused by anything other than expired terms shall terminate at the scheduled end of that vacant term. Reappointment to such vacancies shall follow the requirements of section (I).
 4. Terms shall terminate immediately upon the third absence from a regular meeting in any calendar year.

CHAIRMAN OF THE BOARD

- (III) 1. The City/County Board of Health shall nominate and elect a chairman at the first regular meeting of each calendar year.
2. Terms of chairmanship shall be limited to two full terms beginning with the adoption of these bylaws.
3. Election to a vacancy caused by anything other than an expired term shall follow (III) 1. and shall terminate at the scheduled end of that vacant term.
4. The chairman shall be responsible for conducting the meetings according to Roberts Rules of Order and these bylaws.
- (a) (1) the chairman shall cause the minutes of the meeting to be recorded.
- (b) (1) the chairman shall be responsible for recording terms of the appointed members, notifying the governing bodies of resignations and requesting appointments as necessary following requirements of (1).

VICE CHAIRMAN OF THE BOARD

- (IV) 1. The City/County Board of Health shall nominate and elect a vice-chairman at the first regular meeting of each calendar year.
2. Terms of vice-chairmanship shall be limited to two full terms beginning with the adoption of these bylaws.
3. Election to a vacancy caused by anything other than an expired term shall follow (III) 1. and shall terminate at the scheduled end of that vacant term.
4. The vice-chairman shall be responsible for conducting the meetings according to Roberts Rules of Order and these bylaws in the absence of the chairman.

QUORUM

- (V) 1. Four voting members present shall constitute a quorum and is required for matters requiring a vote of the board.
2. Duties of the Board shall be as indicated in 50-2-116 MCA.

HEALTH OFFICER

(VI) 1. The Board shall appoint a local health officer who is a physician or a person holding a master's degree in public health.

2. Duties shall be as indicated in 59-2-118 MCA

LEGAL ADVISER

(VII) 1. The county attorney shall serve as legal adviser to the board.

2. The chairman shall request the presence of the county attorney at any scheduled meeting when deemed necessary.

CHANGES TO BYLAWS

(VIII) 1. Bylaws may be changed or amended by a majority of the voting members.

APPENDIX I

CITY/COUNTY BOARD OF HEALTH

- I. Meetings will be held in the City/County Complex
- II. Meetings will begin at 7:30 p.m. on the 2nd Tuesday of each month at the discretion of the Chairman of the Board.
- III. The recommended agenda is as follows:
 - A. Call to order by chairman
 - B. Roll call
 - C. Approval of minutes of previous meeting
 - D. Nursing Report
 - E. Sanitarian's Report
 - F. Health Officer's Report
 - G. Chairman's Report
 - H. Old Business
 - I. New Business
 - J. Adjournment