

BYLAWS

TETON DISTRICT BOARD OF HEALTH

ADOPTED JULY 1ST, 2006

**Revised
Revised**

**January 26, 2010
April 26, 2011**

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Teton District Board of Health

ARTICLE I

- A. Organization. The Teton District Board of Health, hereinafter referred to as the Board, is organized as the rule making and appellate body of the Teton County Health District in accordance with Wyoming Statutes §§ 35-1-301 et seq.

ARTICLE II

- A. Membership. The Board shall consist of seven (7) members, all of whom shall be qualified electors of Teton County. At least one (1) member shall have the degree of doctor of medicine, and at least one (1) member shall have the degree of doctor of dental surgery. One (1) member shall be a doctor of veterinary medicine. For the original board, one (1) member shall be appointed for a term of one (1) year, two (2) for a term of two (2) years, two (2) for a term of three (3) years, and two (2) for a term of four (4) years. All members shall be appointed by the Teton County Board of County Commissioners.

ARTICLE III

- A. Term of Office. Following initial appointment of board, the term of office members of the Board shall be four (4) years. In December of each year, the Teton County Board of County Commissioners shall fill any vacancy created by expiration of a member's term. The Teton County Board of County Commissioners shall also appoint a new member when necessary to fill a vacancy created by removal or resignation.
- B. Election of Officers. The Board shall elect from its members a chairman, vice-chairman, secretary, and such other officers as it shall deem necessary to conduct the business of the board, said officers to serve a term of one (1) year. Election of officers shall take place at the January meeting of each year and as otherwise required to fill vacancies.

ARTICLE IV

- A. Meetings. Meetings of the Board shall be open to the public and shall be conducted in accordance with Wyoming Statutes §§ 16-4-402 et seq. Regular meetings of the Board shall be held at least quarterly in the months of January, April, July, and October at a place designated by the Board. The chairman of the

Board, a majority of Board members, or the Teton County Health Officer may call special or emergency meetings.

- B. NOTICE. Notice of regular, special or emergency meetings of the Board shall be provided in accordance with Wyoming Statutes §§16-4-404. Notice of regular meetings shall be sent to each member of the Board by mail, facsimile or electronic transmission or personal delivery accompanied by the proposed agenda. Notice of special meetings shall be sent to each member of the Board by mail, facsimile or electronic transmission or personal delivery accompanied by a statement of special business to come before the Board. Notice of emergency meetings shall be provided to each member of the Board by any of the above means or by telephone. A reasonable effort shall be made to offer public notice of special and emergency meetings.
- C. Record of Proceedings. The secretary of the Board or his/her designee shall record minutes of each regular, special, and emergency meetings of the Board, shall transcribe and distribute the minutes to the members of the Board, and shall distribute the minutes to members of the public upon request.
- D. Quorum. Members are required to regularly attend all Board meetings. In the event that a Board member must be unavoidably absent, he/she shall notify the chairman or other designated officer as soon as possible prior to the meeting. After a member has been absent from greater than fifty percent (50%) of the regular meetings during a calendar year, the chairman of the Board shall submit a written request to the Teton County Board of County Commissioners for a replacement to fill the unexpired term of the member.
- E. Voting. Votes may not be taken without a quorum of voting members present. Four (4) members shall constitute a quorum. A member may appear by telephonic means, so long as the member is able to participate in the full discussion of the issue.
- F. Compensation. Members of the Board shall serve without compensation, but shall be entitled for payment for travel and other necessary expenses incurred while attending meetings of the Board.
- G. Conflicts of Interest. Any Board member who has a pecuniary interest in a matter pending before the Board, or who is likely to derive direct and tangible personal or professional benefit from particular resolution of the matter, shall declare a conflict of interest and shall not vote on any issue connected with the matter, and his/her presence at the meeting shall be disregarded for the purposes of obtaining a quorum for voting. The board member that declares a conflict shall remove themselves from the meeting room in order to not influence the vote with his or her presence.

ARTICLE V

The Board shall have the following powers and duties:

- A. Powers and Duties Created by Law. The Board shall have all the powers and duties conferred upon it under Wyoming Statutes and by rules, regulations and resolutions enacted by it.
- B. Appointment of County Health Officer. The Teton County Board of County Commissioners shall appoint a county health officer, who shall have the degree of doctor of medicine, with the input and advice from the Board. The county health officer shall serve for a term of four (4) years, unless sooner removed by the Teton County Board of County Commissioners.
- C. Fees of Services. The Board may fix reasonable fees and charges for services, except for follow up of communicable diseases and for individuals who receive services under the public health nursing infant home visitation subprogram created by W.S. §35-27-102.
- D. Policy and Rulemaking. The Board may set policy, enact rules and regulations, or adopt existing policy, rules and regulations for prevention of disease and the promotion of public health in an area in which the Board has jurisdiction. In no instance shall such rules and regulations be less effective than, or in conflict with, the rules and regulations promulgated by the State Department of Health or the State Department of Agriculture. The vote of a quorum of Board members shall be required to enact or amend rules or regulations.

ARTICLE VI

- A. Amendments. These bylaws may be amended by a vote of no less than five (5) Board members. Proposed amendments shall be presented to the Board at a regular meeting, or at a special meeting called for the purpose of considering the amendment. The Board shall not vote on the amendment until the following regularly scheduled meeting or for a period of thirty (30) days after the amendment is proposed, whichever comes last.

Adopted: July 1, 2006
Amended: January 26, 2010
Amended: April 26, 2011