



BYLAWS

DELAWARE COUNTY BOARD OF HEALTH

ARTICLE I - PREAMBLE

The Delaware County Board of Health (the "Board") herewith organizes itself under the provisions of Act 315 of 1951, as amended (the "Local Health Administration Law"), of the General Assembly of the Commonwealth of Pennsylvania and by action of the County Council on February 3, 2021.

ARTICLE II - NAME

The name of the organization shall be "DELAWARE COUNTY BOARD OF HEALTH."

ARTICLE III - PURPOSE

The purpose of the Board shall be to maintain a local administration for Delaware County for the purpose of achieving the following:

1. Preservation, promotion, and protection of the health, safety, and well-being of the people and the environment in Delaware County.
2. Provision of full-time, modern health services on an economical basis working in partnership with the Commonwealth.
3. Maintenance of local public health services at a high level of professional and technical performance.

ARTICLE IV - MEMBERS

The members of the Board shall consist of at least five (5) resident citizens of Delaware County, two of whom shall be physicians licensed to practice in Pennsylvania appointed as provided under the Local Health Administration Law to serve staggered four-year terms (except as provided for initial terms). Members shall serve without compensation, except that each member shall be allowed actual necessary traveling and incidental expenses incurred in attending meetings.

ARTICLE V - OFFICERS

Section I. Officers

The officers of the Board shall be Chairperson and Vice- Chairperson. The Health Director serves ex-officio as Secretary, but not as a member, of the Board.

Section II. Duties

Chairperson: The Chairperson shall preside at all meetings of the Board and shall perform such duties and assume such responsibilities usually delegated to Chairperson.

Vice-Chairperson: The Vice-Chairperson shall act for the Chairperson in his/her absence.

Secretary: The Secretary shall serve as the official recorder for the Board, shall prepare, edit and record the minutes of meetings, certifies the regulations approved by the Board, and carries out other secretarial duties as directed by the Board and as prescribed by the Local Health Administration Law.

Section III. Term of Office

The officers shall serve in their elected positions until replaced, or upon resignation from the elected office or from the Board and shall take office under new business at the January meeting.

ARTICLE VI - ELECTION

Section I

The Board shall elect a Chairperson and a Vice-Chairperson from among its members.

Section II

The election shall be held annually at the first meeting of the year as set forth in the Local Health Administration Law.

ARTICLE VII - MEETINGS

Section I

The meetings shall be regular and ad hoc.

Section II

Regular meetings shall be held at least once every three months and shall be open to the public.

Section III

Ad hoc meetings shall be held upon request of the health director, the Chairperson of the Board, or on written request signed by a majority of the members of the Board and filed with the Secretary.

Section IV

The day, time and place of the meetings shall be fixed by the Chairperson.

Section V

A majority of the members of the Board shall constitute a quorum for the transaction of business.

Section VI

Notices of meetings shall be emailed to the board members at least seven calendar days before the scheduled date for the meeting.

Section VII

Members of the Board who miss more than two of the regular meetings in a calendar year will be presented to the Board for necessary action.

ARTICLE VIII - COMMITTEES

Section I

The Committees shall be Standing and Ad hoc.

Section II

Ad hoc Committees shall be appointed by the Chairperson from among the members as deemed necessary for the furtherance of the business of the Board.

ARTICLE IX - POWERS AND DUTIES

Section I

The Board shall appoint the Health Director after consulting with the County Executive Director subject to certification of the Health Director's qualifications by the Secretary of the State Department of Health.

Section II

The Board shall advise the Health Director on such matters as he/she may bring before it.

Section III

The Board shall exercise the rule-making power conferred upon Delaware County Department of Health by the formulation of rules and regulations for the prevention of disease, for the prevention and removal of conditions which constitute a menace to health, and for the promotion and preservation of the public health generally, subject to further approval as set forth in the Local Health Administration Law.

Section IV

The Board shall have all other power and duties set forth in the Local Health Administration Law.

ARTICLE X - ORDER OF BUSINESS

Section I

The rules of conduct of the meetings shall be according to Roberts Rules of Order revised.

Section II

The agenda shall include:

1. Call to order
2. Minutes of the previous meeting
3. Reports
4. Old business
5. New business
6. Public Comment
7. Adjournment

ARTICLE XI - AMENDMENTS

Section I

The bylaws may be amended at a regular meeting by the majority of the members of the Board acting upon the proposal of a member presented at the previous meeting of Board.

Approved by the Delaware County Board of Health on June 3, 2021.