



SOUTHERN NEVADA DISTRICT BOARD OF HEALTH BY-LAWS

ARTICLE 1: NAME

- 1.1 The name of this board shall be the Southern Nevada District Board of Health, hereinafter referred to as the Board.

ARTICLE 2: AUTHORITY

- 2.1 The Board is authorized pursuant to Nevada Revised Statutes (NRS) Chapter 439.
- 2.2 The Board is the governing body of the Southern Nevada Health District, a health department operating under the direction of a District Health Officer and the Board, which has jurisdiction over all public health matters in the incorporated and unincorporated areas of Clark County, Nevada.

ARTICLE 3: PURPOSE AND FUNCTION

- 3.1 The purposes and functions of the Board are to:
 - a) Protect and promote the public health generally.
 - b) Adopt, amend, and enforce reasonable regulations consistent with law in the areas outlined in NRS Chapters 439, 441A, 444, 446, 450B, and all other statutes providing authority to adopt, amend, and enforce regulations consistent with law.
 - c) Adopt a schedule of reasonable fees to be collected for providing of public health services, including but not limited to issuing or renewing any health permit or a license required to be obtained from the Board or the Health District pursuant to applicable law, with such permit or license fees being collected for the sole purpose of defraying the cost and expenses of the procedures for issuing licenses and permits, and investigation related thereto, and not for the purposes of general revenue.
 - d) Prepare and submit to the Board of County Commissioners an annual operating budget for the Health District as required by law.
 - e) Appoint a District Health Officer for the Health District who shall have full authority as a County Health Officer in the incorporated and unincorporated areas of Clark County, Nevada.
 - f) Adopt written policies and procedures for administering the Board.
 - g) Oversee the Health District's Public Health Advisory Board.
 - h) Approve the District Health Officer's job description, qualifications and compensation, and oversee any recruitment and selection process.
 - i) Exercise all powers, duties, and limitations as now or hereafter provided by law for the creation and conduct of the Board of Health.

ARTICLE 4: COMPOSITION

- 4.1 The composition of the Board and the terms of its members is prescribed by law as follows:
- a) Members of the Board serve terms of two years.
 - 1) Representatives selected by the following entities from among their elected members:
 - i. Two representatives of the board of county commissioners;
 - ii. Two representatives of the governing body of the largest incorporated city in the county; and
 - iii. One representative of the governing body of each other city in the county;~~and~~
 - b) The following representatives, selected by the elected representatives of the Board selected pursuant to paragraph (a), who shall represent the Health District at large and who must be selected based on their qualifications without regard to ~~the location within the Health District of~~ their residence or their place of employment, as long as they are Clark County residents:
 - 1) One representative who is a physician licensed to practice medicine in this State;
 - 2) One representative of a nongaming business or from an industry that is subject to regulation by the Health District; and
 - 3) One representative of the association of gaming establishments.
 - c) A committee of the Board shall review applications for selection as an at-large member, assess qualifications of applicants, and make recommendations to the Board prior to selection of at-large members by the elected representatives of the Board.
- 4.2 Board officers shall be elected by the Board at the Board's meeting in July of each year, and shall include a Board Chair, Board Vice-Chair, and Board Secretary.
- 4.3 The Board Chair shall:
- a) Preside at all meetings of the full Board, and enforce the parliamentary rules and order of business pursuant to the Agenda and Nevada's open meeting law.
 - b) Have the right to offer resolutions and to discuss questions.
 - c) Have the power to vote on all matters, except as otherwise prohibited by law.
 - d) Call special meetings of the Board whenever there is sufficient business to come before the Board, or upon written request of at least three (3) members of the Board.

- e) Advise the District Health Officer on Agenda preparation for the meetings.
 - f) Sign all papers and documents as required by law or as authorized by action of the Board.
 - g) Administer oaths or affirmations to witnesses at hearings.
 - h) ~~Appoint a Chair and members of Board committees.~~
 - i) Exercise such other powers as may be delegated by the Board.
- 4.4 The Board Vice-Chair shall, in the absence of the Board Chair, serve in the capacity and assume the duties of the Board Chair, taking actions appropriate to fulfill said responsibilities.
- 4.5 The Board Secretary shall:
- a) Call the Board meetings to order in the absence of the Board Chair and Board Vice-Chair, and serve in the capacity of the Board Chair and assume the duties of the Board Chair.
 - b) Exercise such other powers that may be delegated by the Board.
- 4.6 Committees which include non-Board members may be created by Board action and the size and membership determined by the Board.
- 4.7 The Board will appoint the members of the Board committees. The committee will appoint a committee chair at their first meeting.
- ~~4.7~~ No member of the Board can bind the Board by word or action unless the Board has, in its capacity as governing body, designated such member as its agent for some specific purpose and for that purpose only.

ARTICLE 5: MEETINGS

- 5.1 The Board shall hold its regular meetings as frequently as determined by the Board, generally on the fourth Thursday of the month unless such interferes with holidays or circumstances which justify the setting otherwise.
- 5.2 Members of the Board may participate in a meeting by means of ~~conference telephone or similar communication equipment~~ a remote technology system ~~by means~~ of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this method shall constitute presence in person at such meeting.
- 5.3 The Agenda for Board meetings shall be prepared by the District Health Officer. The order of business as specified on the Agenda for Board meetings may be changed at the discretion of the Board Chair, and shall generally be as follows:
- Call to Order and Roll Call
 - Pledge of Allegiance
 - ~~Board~~-Recognitions Items
 - First Public Comment
 - Adoption of the Agenda

Consent Agenda

~~Any Closed Session~~

Public Hearing/Action

Report/Discussion/Action

Board Reports

Health Officer and Staff Reports

Informational Items

Second Public Comment

Closed Session, if applicable

Adjournment

- 5.4 As prescribed by law, a majority of the members of the Board constitutes a quorum.
- 5.5 Motions on action items shall require a second.
- 5.6 Any action of the Board shall require majority vote of the members in attendance and eligible to vote, except when adopting regulations or amending these Bylaws whereby an affirmative vote of a majority of all members of the Board is required.
- 5.7 A roll call vote of record of the Board shall be had upon request of any Board member.
- 5.8 Special meetings may be held upon notice to each member of the Board as often and in such places within the Clark County as the needs of the Board require.
- 5.9 Meetings will generally follow parliamentary procedure as contained in Robert's Rules of Order insofar as they do not conflict with the Nevada Revised Statutes and these Bylaws.
- 5.10 In all cases, public notice of meetings shall be provided at a time and in a manner consistent with the requirements of the then current Nevada Open Meeting Law, NRS Chapter 241.

ARTICLE 6: STAFFING

- 6.1 Staff to the Board shall be provided by the Southern Nevada Health District for purposes of secretarial, research, and other needs.
- 6.2 The District Health Officer shall act as Executive Secretary to the Board.

ARTICLE 7: AMENDMENTS

- 7.1 These Bylaws may be amended by affirmative vote of a majority of all members of the Board.

ARTICLE 8: EFFECTIVE DATE

- 8.1 These Bylaws shall become effective and binding upon the Board of Health immediately upon their adoption.



SOUTHERN NEVADA DISTRICT BOARD OF HEALTH BY-LAWS

Adopted by the Southern Nevada District Board of Health February 23, 2006

Amended March 23, 2006

Amended September 22, 2011

Amended June 25, 2015

Amended August 26, 2021



SOUTHERN NEVADA HEALTH DISTRICT PUBLIC HEALTH ADVISORY BOARD BY-LAWS

ARTICLE 1: NAME

- 1.1 The name of this board shall be the Southern Nevada District Board of Health Public Health Advisory Board, hereinafter referred to as the Advisory Board.

ARTICLE 2: AUTHORITY

- 2.1 The Advisory Board is an eight (8) member standing board authorized pursuant to Nevada Revised Statutes (NRS) Chapter 439.362. It has no legislative, administrative, or programmatic authority and is advisory only.

ARTICLE 3: PURPOSE AND FUNCTION

- 3.1 The Advisory Board serves as an advisory body to the Board of Health. The Advisory Board:
 - a) Makes recommendations to the Board of Health on major policy matters concerning the nature, scope, and extent of public health services;
 - b) Makes recommendations to the Board of Health relating to improvement of the delivery of public health services; and
 - c) May assume other responsibilities as requested by the Board of Health.

ARTICLE 4: COMPOSITION

- 4.1 The Advisory Board and the term of its members are prescribed by law. the Advisory Board will consist of:
 - a) One (1) resident of each city in the county selected by that city's governing body;
 - b) A physician licensed to practice medicine in this State, selected on the basis of their education, training, experience or demonstrated abilities in the provision of health care services to members of minority groups and other medically underserved populations;
 - c) A nurse licensed to practice nursing in this State; and
 - d) An individual with a background or expertise in environmental health or environmental health services.

ARTICLE 5: TERM

- 5.1 Members of the Advisory Board serve terms of two (2) years.
 - a) The physician, nurse, and environmental health representative on the initial Advisory Board will serve a term of one (1) year.
- 5.2 Vacancies must be filled in the same manner as the original selection for the remainder of the unexpired term.



SOUTHERN NEVADA HEALTH DISTRICT PUBLIC HEALTH ADVISORY BOARD BY-LAWS

ARTICLE 6: OFFICERS

- 6.1 The officers of the Advisory Board shall be a Chair and Vice-Chair. ~~Appointment~~Election of officers shall occur annually at the July ~~Advisory~~ Board of Health meeting.
- 6.2 Duties:
1. The Chair shall:
 - a) Preside at all meetings of the full Advisory Board, and enforce the parliamentary rules and order of business pursuant to the Agenda and Nevada's Open Meeting Law.
 - b) Have the right to offer resolutions and to discuss questions.
 - c) Have the power to vote on all matters, except as otherwise prohibited by law.
 - d) Call special meetings of the Advisory Board whenever there is sufficient business to come before the Advisory Board or upon written request of at least three (3) members of the Advisory Board.
 - e) Advise the District Health Officer on Agenda preparation for the meetings.
 - f) Appoint a Chair and members of Advisory Board committees.
 - g) Exercise such other powers as may be delegated by the Advisory Board.
 2. The Vice-Chair shall:
 - a) In the absence of the Chair, serve in the capacity and assume the duties of the Chair, taking actions appropriate to fulfill said responsibilities.
- 6.3 Committees which include non-Advisory Board members may be created by Advisory Board action and the size and membership determined by the Advisory Board.
- 6.4 No member of the Advisory Board can bind the Advisory Board by word or action unless the Advisory Board has, in its capacity as a body, designated such member as its agent for that specific purpose.

ARTICLE 7: MEETINGS

- 7.1 The Advisory Board shall hold
1. Four regular meetings each year.
 2. Special meetings as called by the Chair.
- 7.2 Advisory Board members may participate in a meeting by means of a remote technology system~~conference telephone or similar communication equipment by means~~ of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this method shall constitute presence in person at such meeting.



SOUTHERN NEVADA HEALTH DISTRICT PUBLIC HEALTH ADVISORY BOARD BY-LAWS

- 7.3 The Agenda for Advisory Board meetings shall be prepared by the District Health Officer. The order of business as specified on the Agenda for Advisory Board meetings may be changed at the discretion of the Chair, and shall generally be as follows:
- Call to Order and Roll Call
 - Pledge of Allegiance
 - First Public Comment
 - Adoption of the Agenda
 - Consent Agenda
 - Report/Discussion/Action
 - Board Reports
 - Health Officer and Staff Reports
 - Second Public Comment
 - Adjournment
- 7.4 A majority of the members of the Advisory Board constitutes a quorum.
- 7.5 Motions on action items shall require a second.
- 7.6 Any action of the Advisory Board shall require a majority vote of the members in attendance and eligible to vote.
- 7.7 A roll call vote of record of the Advisory Board shall be had upon request of any Advisory Board member.
- 7.8 Each member shall be entitled to one (1) vote.
- 7.9 Special meetings may be held upon notice to each member of the Advisory Board as often and in such places within the Clark County as the needs of the Advisory Board require.
- 7.10 Meetings will generally follow the parliamentary procedure as contained in Robert's Rules of Order insofar as they do not conflict with the Nevada Revised Statutes and these Bylaws.
- 7.11 In all cases, meetings shall be noticed and held in a manner consistent with the then current Nevada Open Meeting Law, NRS Chapter 241.
- 7.12 Members are expected to attend all meetings of the Advisory Board.
- 7.13 Any Member who has been absent from three (3) meetings will be subject to removal by the Board of Health.



**SOUTHERN NEVADA HEALTH DISTRICT
PUBLIC HEALTH ADVISORY BOARD
BY-LAWS**

ARTICLE 8: STAFFING

- 8.1 Staff for Advisory Board meetings shall be provided by the Southern Nevada Health District for purposes of secretarial, research, and other needs.
- 8.2 The District Health Officer shall act as Executive Secretary to the Advisory Board.

ARTICLE 9: AMENDMENTS

- 9.1 These Bylaws may be amended by affirmative vote of a majority of all members of the Advisory Board.

ARTICLE 10: EFFECTIVE DATE

- 10.1 These Bylaws and any amendments shall become effective and binding upon the Advisory Board immediately upon approval by the Board of Health.

Approved by the Southern Nevada District Board of Health on April 28, 2016

Adopted by the Southern Health Nevada District Advisory Board on May 16, 2016

Approved by the Southern Nevada District Board of Health on January 27, 2022