

IT'S OUR NEIGHBORHOOD. LET'S BUILD A COMMUNITY.



West Hills Neighborhood Council

P.O. Box 4670, West Hills, CA 91308-4670
818-254-WEST



WWW.WESTHILLSNC.ORG

MAIL@WESTHILLSNC.ORG

PUBLIC HEALTH COMMITTEE OPERATING RULES

Revised January 24, 2018

“The MISSION of the Public Health Committee is to make recommendations to the Board for protecting and promoting the health of the stakeholders.”

1. This Committee shall consist of 9 voting members who are:

<u>Sandi Bell</u>	<u>Aida Abkarians</u>	<u>Stephen Bell</u>	<u>Bonnie Klea</u>
<u>Steve Randall</u>	<u>Henlie Sakamoto</u>	<u>Joan Trent</u>	<u>Ed Young</u>
<u>Jacque Young</u>			
2. A quorum shall consist of 5 members.
3. Voting rights shall be afforded to committee members only. An advisory group, consisting of the eight elementary school principals, shall be a part of this committee but will not have voting rights and are not counted towards establishing a quorum.
4. Members of this Committee shall be determined by majority vote.
5. The Officers of the Committee are:
Chair: Sandi Bell, and Secretary: Ed Young
6. The Chairs of this committee are appointed by the WHNC President. Additional officers of this committee are to be determined by Committee Chair appointment.
7. The writing and posting of the agenda shall be the responsibly of the Committee Chair.
8. The Secretary shall be responsible for taking and posting minutes on the WHNC web page.
9. Committee members must not miss more than 1/3 of the scheduled committee meetings in the 10-month period from August through May, and must actively participate on this committee. Determining if a committee member has fulfilled the requirements of an active committee member as required in the WHNC Bylaws shall be by majority vote.
10. No committee, committee officer, or committee member shall make any representations on behalf of the Committee without Board approval.
11. No officer of the Committee may make any representations to the Board, on behalf of the Committee, without approval from the Committee.
12. The Committee's goals are to: 1) Inform the public of the latest health issues, 2) Interface with health experts to stay current, and 3) Interact with public health officials.
13. These rules may be amended at any regular meeting of the Public Health Committee by a majority vote of the members present.
14. The Committee shall abide by the WHNC Code of Civility and the Brown Act. This applies to all committee members, whether they are members of the WHNC Board or not.
15. This Committee shall meet on the 4th Wednesday of each month at 3:00 PM (date and time subject to change and will be announced in the published agenda) at Pomelo Community Charter School, located at 7633 March Ave., West Hills, CA from August through May. Dates, times and locations for additional meetings is to be determined.