

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



## West Hills Neighborhood Council

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### **PUBLIC HEALTH COMMITTEE OPERATING RULES** **Revised December 16, 2017**

**“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 8 voting members who are:  

<u>Aida Abkarians</u>	<u>Stephen Bell</u>
<u>Ed Young</u>	<u>Jacque Young</u>
<u>Steve Randall</u>	<u>Henlie Sakamoto</u>
<u>Sandi Bell</u>	<u>Joan Trent</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 member vote.
5. The Officers of this Committee are:  
Chair: Sandi Bell, and Secretary: Ed Young
6. Officers of this Committee are to be determined by Committee Chair appointment.
7. The Secretary shall be responsible for taking and posting minutes on the WHNC web page.
8. The writing and posting of the agenda shall be the responsibly of the Committee Chair.
9. Committee members must not miss more than 1/3 of the scheduled committee meetings in the previous 10-month period from August through May, and must actively participate on this committee in order to fulfill the requirements of an active committee member as required in the WHNC Bylaws.
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) provide information to schools regarding issues such as Lice Prevention, West Nile Virus, Zika Virus and First Aide.
13. These rules may be amended at any regular meeting of the Public Health Committee by a majority vote of the members present, assuming there is a quorum.
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 4<sup>th</sup> Wednesday of each month at 3:00 PM at Pomelo Community Charter School, located at 7633 March Ave., West Hills, CA from September through May. Dates, times and locations for additional meetings is to be determined.