

**DEKALB COUNTY BOARD OF HEALTH  
AD HOC BYLAW REVIEW COMMITTEE MEETING  
OCTOBER 14, 2021  
3:30 PM**

**Ad Hoc Bylaw Review Committee Members Present:**

Derryl Block, RN, PhD  
Patricia Faivre  
Jessica Harrill, JD  
Anita Zurbrugg

**Staff Present:**

Lisa Gonzalez, Public Health Administrator

The meeting was called to order by Dr Block at 3:30 p.m. Mrs. Gonzalez made the roll call of members present.

In accordance with the current Board of Health Bylaws, Dr. Block appointed Ms. Harrill as the Chair of the Ad Hoc Bylaw Review Committee. Ms. Harrill summarized the Committee charge which includes reviewing current bylaws and determine necessary edits in order to recommend updates to the full Board of Health.

The strategy for the Bylaw review was discussed and it was determined that the Committee would review the current document section by section to determine proposed changes or edits.

Committee discussed items that would need to be incorporated in the proposed edits including protocol for holding emergency Board meetings and outlining rules related to public comment during Board of Health meetings.

Mrs. Faivre questioned if the edited version could be reviewed by the DeKalb County States Attorney's Office. Mrs. Gonzalez indicated that Ms. Harrill's review would be adequate unless the Committee wanted the States Attorney to review as well.

The Committee discussed the possibility of strengthening the purpose statement. It was determined that the section would mention that Boards responsibility to uphold the current mission, vision and/or goals of the Department. Ms. Harrill offered to update related citations.

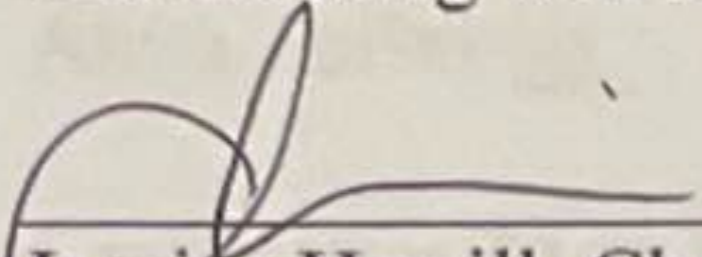
A discussion took place on state-level requirements for Board of Health structure. Committee discussed the possibility of including a member of the DeKalb County Mental Health Board, but it was clarified that members cannot serve on both Boards at once. Mrs. Gonzalez shared the challenge of identifying Physicians who are also DeKalb County residents to serve on the Board of Health. Ms. Harrill verified that it would be allowable for the Physician serving on the Board to work, but not live in the County. Ms. Zurbrugg suggested that Section 3.2.0 be edited accordingly.

Mrs. Harrill verified that Board terms are determined by the County population. Mrs. Gonzalez recommended that Section 3.3.0 remain as is. In Section 3.4.0, Mrs. Gonzalez recommended that the Committee consider incorporating more formal way for members to resign from serving on the Board of Health. The Committee discussed items in 3.6.0 and made recommendations for edits to

the wording of several of the bullet points related to Board duties. Ms. Harrill agreed to review section 3.7.0 from a legal perspective. Ms. Zurbrugg suggested that the revision dates be stated more clearly in the document moving forward.

The Committee determined that they would reconvene at a future date to continue the review of the Bylaws document. Meeting dates were discussed and a tentative meeting was scheduled for October 28, 2021 at 3 p.m. Mrs. Harrill agreed to incorporate all suggested changes into a master document send out to Committee prior to next scheduled meeting.

The meeting was adjourned at 4:22 p.m.

  
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Jessica Harrill, Chair

Board of Health Ad Hoc Bylaw Review Committee - October 14, 2021