

North Carolina Public Health Association
ENVIRONMENTAL HEALTH SECTION

CONSTITUTION
AND
BY-LAWS

Updated September 22, 2011

ENVIRONMENTAL HEALTH SECTION, NCPHA, INC. HISTORY

The Environmental Health Section of the North Carolina Public Health Association, Inc. (formerly The Sanitation Section from 1939 until 1969) had its origin in the old Presbyterian Church in Greensboro, North Carolina, in 1939. At that time, Mr. J. M. Jarrett, Assistant to the Director of the Division of Local Health Work, State Board of Health, proposed a change to the NCPHA constitution, whereby all members of the health units would be eligible for membership within their own designated Scientific Section.

Mr. Jarrett selected an organizational committee of sanitarians from all over the state and called a meeting in Greensboro, at which time preliminary plans were laid and the groundwork begun for our present Section. It is only fitting to point out that no single person in North Carolina has meant so much to the organization and promotion of the Environmental Health Section, NCPHA, Inc., in North Carolina as has Mr. Jarrett.

In 1940, the NCPHA meeting at Pinehurst provided for the creation of Scientific Sections and revised its constitution accordingly. Thus the Section was born. The first official meeting was during the NCPHA meeting in 1941 at Pinehurst, and W. C. Stallings was elected Section President. Subjects included a symposium on "Garbage and Refuse Disposal" and a panel discussion on "The Sanitation of Eating Utensils and Glassware."

Other milestones and significant achievements through the years include: the drafting and subsequent amendments to a near model constitution and by-laws; the selection of a sanitarian, Harold Parker, in 1951 as the first non-medical President of the NCPHA; the adoption of a distinctive seal and emblem, which was designed by J. L. Higgins; the acceptance of a unique Code of Ethics pointing toward the quarterly series of educational meetings designed to promote better sanitation knowledge and techniques; the creation of five component district organizations within the framework of the Section, each with individual leadership and constitution; and the conferring of honorary membership status and deserved recognition on prominent persons outside of public health for outstanding contributions to the field of Sanitation. For the purpose of interchanging ideas and methods in sanitation, the Section was affiliated with those of five other states and the District of Columbia (Region III of the U.S. Public Health Service) into a unique, loosely organized confederation called the Interstate Sanitation Seminar.

In 1959, the General Assembly enacted a Sanitarian Registration Act, which legalized the professional status of the qualified sanitarian in North Carolina. This act became effective January 1, 1960, as Chapter 90A of the General Statutes of North Carolina. This Board appointed by the Governor consists of representatives from the division of Health Services, the University of North Carolina School of Public Health and the Sanitarians of the state. The Professional Development and Registration Act committee was instrumental in planning, devising, writing, and securing enactment of this vital legislation.

The second phase of the Professional Development committee's long-range program toward professionalization of the sanitarian came in 1963 when the section became the National Environmental Health Association. Seven years later, William A. Broadway was elected President of NEHA for the year 1971.

Demonstrating the renowned versatility of the sanitarian, the North Carolina Public Health Association, Inc., Harold Parker, 1951; J. M. Jarrett, 1959; Robert W. Brown, 1966; and J. S. Canady, 1974; one representative to

the Governing Council of the American Public Health Association, and many officers in the Southern Branch, APHA, district organizations and NEHA committees.

On February 6, 1970, over three hundred North Carolina sanitarians, engineers and other professional friends and colleagues of J. M. Jarrett gathered in Raleigh, North Carolina, to pay tribute to him prior to his retirement by the unveiling of his portrait and the award came from the sanitarians, engineers, friends and colleagues of Mr. Jarrett.

The history of the section is outstanding in its contributions in the field of public health, as witnessed by the number of sanitarians and engineers who have received awards from the parent organization, NCPHA, Inc; the Carl V. Reynolds award; the Watson S. Rankin Award and the Citation of Merit Award.

Recipients of the Carl V. Reynolds Award are: 1951, Kelley Vester; 1955, William A. Broadway; 1957, J. M. Jarrett; 1972, Owen R. Braughler; 1983 Howard B. Campbell; 1998 Richard K. Rowe.

Recipients of the Watson S. Rankin Award are: 1961, J.H. Moore; 1964, W. S. McKimmon; 1967, Murray Linker; 1968, Thomas Biven; 1969, Robert M. McDaniel; 1970, J.S. Canady; 1973, Robert W. Brown; 1987, William Edward Pierce, Jr.; 1990 Stacy H. Covil; 1993 Donald W. Stephens.

Recipients of the Citation of Merit Award are: 1959, Charles R. Brown, J. B. Edwards, and A. K. Glover; 1962, Walter Lackey; 1963, Lewis H. Caton; 1964, Joseph S. Ameen and Jack D. Cobb; 1966, William M. Haislip and Rollin W. Johnson; 1969, Ray Small; 1972, E. Y. McBrayer; 1973, George V. Elliott; 1974, Murphy H. Canady; 1981 David Roma Baxley, Sr.; 1985 Richard C. Baxley; 1988, Sylvia D. Daniel; 1990, Charles E. Powell; 1991, Richard H. Clayton, III; 1996, Nilla (Dickie) Sloop; 2004, Malcolm Blalock.

The section presents four awards annually: the Stacy Covil Environmental Health Specialist of the Year Award, the J. M. Jarrett Award, the Rookie Environmental Health Specialist of the Year Award and the W. A. "Bill" Broadway Award.

Since 1955, the Section has offered the Sanitarian of the Year Award each year to a local sanitarian or engineer for outstanding achievement in the field of sanitation. The name of this award was changed to the Stacy Covil Environmental Health Specialist of the Year in 2006. The bronze marker with the name of the recipient is placed on the Award Plaque in the Division of Health Services Building, Raleigh. The recipient receives a wall plaque and a \$100.00 U.S. Savings Bond. In 2006, the award amount was changed to \$150 cash. Awards were: 1955, Frank A. Nelon; 1956, Edward G. Kilpatrick; 1958, Joseph H. Batten; 1959, Robert W. Brown; 1960, James H. Moore; 1961, Bob C. Sandford; 1962, Lewis H. Caton; 1963, Owen H. Braughler; 1964, Algie W. Wilson; 1965, Richard J. Koonce; 1966, J. S. Canady; 1968, A. Ray Small; 1970, William A. Broadway; 1971, William V. Covington; 1972, Lacy Williams; 1973, George V. Elliott; 1974, Alton D. Harris; 1975, Martin W. Ericson; 1976, Jack McGinnis; 1977, Thomas Owens; 1978, Willie M. Pate; 1979, Stacy Covil; 1980, Dan T. McCracken; 1981, Charles Powell; 1982, Carlton A. Laws; 1983, D. R. Baxley; 1984, Michael U. Rhodes; 1985, William B. King; 1986, William Edward Pierce, Jr.; 1987, Charles Snyder; 1988, Robert Whitwam; 1989, Glenn Martin; 1990, Sylvia Daniel; 1991, Larry Bunn; 1992, Norman Franks; 1993, Richard Clayton, III; 1994, Crystal Smith-Cooper; 1995, Tom Ward; 1996, David Rust; 1997, Mike Reavis; 1998, Rachel Carpenter; 1999, Len Gilstrap; 2001, Connie J.

Pixley; 2002, Malcolm Blalock; 2003, Debra Yarbrough; 2005, Lynn Van Dyke; 2006, Katrina Winters; 2007, Judy Daye; 2008, Robin Roper.

Recipients of the J.M. Jarrett Award are: 1971, H.G. Baity; 1972, O.W. Strickland; 1973, Walter M. Franklin; 1974, Dr. Marvin L. Speck; 1975, Jerry Williams; 1976, not awarded; 1977, Emil T. Chanlette; 1978, Marshall Staton; 1979, Owen Braughler; 1980, not awarded; 1981, William A. Broadway; 1982, Lee S. Duke, Jr.; 1984, W.J. Stevenson; 1987, Lacy Williams, Jr.; 1988, James F. Stamey; 1989, Wallace Venrick; 1990 John A. Campbell; 1991, David H. Howells; 1992, David McBrayer; 1993, Stacy H. Covil; 1994, Daniel Okun, 1995, Darryl Herndon; 1996, Don Nibb; 1997, June Edwards; 1998, Tom Williamson; 1999, Cam McRae; 2002, Michael P. Bell, PE; 2003, Richard Dideriksen; 2005, Thomas R. Ward.

Recipients of the W.A. "Bill" Broadway Award are: 1987, W.A. Broadway; 1988, Trenton Davis; 1989, Alton Harris; 1990 Richard Baxley; 1991, Stacy Covil; 1992, Nina McClland; 1993, Richard Dideriksen; 1994, Sylvia Daniel; 1995, Eddie Pierce; 1996 Larry Bunn; 1997, C.H. Hamm; 1998, Tom Ward; 1999, Robert "Bob" Odette; 2000, Irvin "Marty" Allen; 2001, J. Michael Reavis; 2002, Clay Pennington; 2003, Connie J. Pixley; 2005,

Recipients of the Rookie Environmental Health Specialist of the year Award are: 1987, Clark Sizemore; 1988, ; 1989, Crystal Smith-Cooper(?????); 1990, ; 1991 Michelle Fanning; 1992, Jennifer Shields; 1993, David Jones; 1994, Christine Nitt; 1995, Alicia Pickett; 1996, ; 1997, Walter Cole; 1998, Janet Clayton; 1999, Beth Chagaris; 2001, Wendy King; 2002, Daniel Horn; 2003, Cassandra Slagle; 2004, Robin Roper; 2005, Reed Cranford; 2006, Tammy Rodriguez; 2007, Jesse Dail; 2008, Lillian Barfield.

This is the Environmental Health Section of the North Carolina Public Health Association, Inc., which is composed not merely of outstanding leaders, but is firmly anchored in the team concept of all for one and one for all.

SECTION PRESIDENTS

| | | |
|------|---------------------|--------------|
| 1940 | Mr. W.C. Stallings | Greensboro |
| 1941 | Mr. W.C. Stallings | Shelby |
| 1942 | Mr. W.C. Stallings | Shelby |
| 1943 | Mr. G.A. Kunze | Leaksville |
| 1944 | Mr. J.M. Jarrett | Raleigh |
| 1945 | Mr. A.W. Wilson | Lexington |
| 1946 | Mr. A.W. Wilson | Lexington |
| 1947 | Mr. Sam Rich | Charlotte |
| 1948 | Mr. W.V. Covington | Concord |
| 1949 | Mr. W.A. Broadway | Asheville |
| 1950 | Mr. W.B. Gaylord | Williamston |
| 1951 | Mr. R.M. McKaniels | Asheville |
| 1952 | Mr. John Efird | Lenoir |
| 1953 | Mr. B.L. Jessup | Raleigh |
| 1954 | Mr. J.S. Canady | Fayetteville |
| 1955 | Mr. Ed Kilpatrick | Shelby |
| 1956 | Mr. Robert W. Brown | Asheville |
| 1957 | Mr. Robert W. Brown | Asheville |
| 1958 | Mr. W.B. Shaw | Clinton |
| 1959 | Mr. Jack Cobb | Boone |
| 1960 | Mr. J.L. Higgins | Raleigh |
| 1961 | Mr. Frank Barr | Durham |
| 1962 | Mr. O.W. Strickland | Lexington |

| | | |
|------|--------------------------|----------------|
| 1963 | Mr. Lewis H. Caton | Fayetteville |
| 1964 | Mr. Owen R. Braughler | Greensboro |
| 1965 | Mr. William M. Haislip | Gastonia |
| 1966 | Mr. J. H. Batten | Goldsboro |
| 1967 | Mr. W. Henry Cranford | Wilmington |
| 1968 | Mr. Hal F. Daniels | Monroe |
| 1969 | Mr. E.C. Hornbuckle, Jr. | Durham |
| 1970 | Mr. M.R. Mills | Raeford |
| 1971 | Mr. E. Floyd Dunn | Carthage |
| 1972 | Mr. Stacy H. Covil | Raleigh |
| 1973 | Mr. Martin W. Ericson | Winston-Salem |
| 1974 | Mr. Jack L. Perdue | Greensboro |
| 1975 | Mr. Dan T. McCracken | Waynesville |
| 1976 | Mr. Thomas Owens | Greensboro |
| 1977 | Mr. Willie M. Pate | Greenville |
| 1978 | Mr. D.R. Baxley, Jr. | Taylorsville |
| 1979 | Mr. Julian Foscue | Asheboro |
| 1980 | Mr. Bill Lynch | Lumberton |
| 1981 | Mr. Gary Cole | Lexington |
| 1982 | Mr. Owen Setzer | Black Mountain |
| 1983 | Mr. Joe Powner | Jacksonville |
| 1984 | Mr. Larry A. Bunn | Winston-Salem |
| 1985 | Ms. Sylvia D. Daniel | Charlotte |
| 1986 | Mr. Jerry L. Parks | Edenton |
| 1987 | Mr. Thomas Spurling | Newton |
| 1988 | Mr. Donnie McFall | Durham |
| 1989 | Mr. Eddie Pierce | Elizabeth City |
| 1990 | Mr. John Alley | Boone |
| 1991 | Mr. Robert Whitwam | Winston-Salem |
| 1992 | Ms. Nilla "Dickie" Sloop | Raleigh |
| 1993 | Ms. Debra Yarbrough | New Bern |
| 1994 | Mr. James "Mike" Reavis | Yadkinville |
| 1995 | Ms. Connie J. Pixley | Burlington |
| 1996 | Mr. Bill Arrington | Beaufort |
| 1997 | Ms. Sheila Nichols | Wilkesboro |
| 1998 | Mr. John Hendren | Lexington |
| 1999 | Ms. Sheryl Emory | Winston-Salem |
| 2000 | Ms. Sonja W. Remington | Currie |
| 2001 | Mr. Robert Bennett | Fayetteville |
| 2002 | Ms. Patricia Hawkins | Brevard |
| 2003 | Mr. Michael E. Cash | Roxboro |
| 2004 | Mr. Warren Richardson | Browns Summit |
| 2005 | Ms. Charlisa Y. Davis | Fayetteville |
| 2006 | Ms. Ellen Reynolds | Monroe |
| 2007 | Mr. Thomas Jumalon | Raleigh |
| 2008 | Ms. J. Lynn Lathan | Charlotte |
| 2009 | Mr. Perry Solice | Clinton |
| 2010 | Mr. Tony Williams | Winston-Salem |

CONSTITUTION AND BY-LAWS

ARTICLE I

Name

Section A. The name of this organization shall be the Environmental Health Section of the North Carolina Public Health Association, and it is hereinafter referred to as the Environmental Health Section, NCPHA, Inc.

Section B. The Environmental Health Section, NCPHA, Inc., is an Association of Environmental Health Specialists, Sanitary Engineers, Veterinarians, and other related Environmental Health Professionals organized and operated to promote greater public health benefits through good environmental health in the State of North Carolina.

Section C. There shall be five recognized educational districts as follows:

- (1) Mountain District: Alleghany, Buncombe, Catawba, Watauga, Transylvania, Alexander, Avery, McDowell, Lincoln, Cleveland, Polk, Jackson, Macon, Cherokee, Madison, Ashe, Iredell, Henderson, Clay, Wilkes, Caldwell, Mitchell, Yancey, Gaston, Rutherford, Haywood, Swain, Graham, and Burke.
- (2) West Piedmont District: Surry, Rockingham, Yadkin, Guilford, Davidson, Rowan, Montgomery, Union, Richmond, Stokes, Randolph, Forsyth, Davie, Cabarrus, Stanly, Moore, Anson, Mecklenburg.
- (3) North Central District: Caswell, Granville, Warren, Orange, Franklin, Chatham, Person, Vance, Alamance, Durham, Lee, Wake.
- (4) Northeastern District: Currituck, Pasquotank, Hertford, Halifax, Chowan, Edgecombe, Tyrrell, Martin, Hyde, Camden, Gates, Northhampton, Perquimans, Bertie, Dare, Washington, Wilson, Beaufort, Pamlico, Greene, Nash, Carteret, Craven, Jones, Lenoir, Pitt.
- (5) Southeastern District: Brunswick, New Hanover, Onslow, Wayne, Sampson, Robeson, Scotland, Columbus, Pender, Harnett, Duplin, Bladen, Hoke, Cumberland, Johnston.

ARTICLE II

Objectives

Section A. It shall be the aim of the Environmental Health Section, NCPHA, Inc., in its total program to attain, among other things, the following objectives:

1. To promote and foster professional status, skill, recognition, and efficiency of its members in the letter and spirit of the Sanitarians Registration Act, chapter 90A of the general Statutes of North Carolina.
2. To conduct meetings for the discussion and study of problems in the field of environmental health.

3. To provide and act as a clearinghouse, among the members for the receipt, exchange, and dissemination of information on environmental health progress, policies, interpretations, and procedures.
4. To constantly foster and promote better and more uniform environmental health standards.
5. To cooperate with the public health agencies and all other organizations and groups that are interested in better health and environmental health.
6. To develop closer cooperation with the Environmental Health Section of the Division of Health Services in education, inspection, enforcement, and engineering work.
7. To promote congenial and harmonious social and professional relationships within the membership of the Environmental Health section, NCPHA, Inc.
8. To encourage active participation by the members in local and state civic betterment.
9. To assist in every legitimate way in furthering the interest of the members.
10. To work for a just compensation for services rendered, for adequate retirement benefits, and improved working conditions.

ARTICLE III

Membership

Section A. The membership of the Environmental Health Section shall consist of Environmental Health Professionals and others who have a professional interest in the field of Environmental Health and the objectives of this section. There shall be four membership classifications, namely:

1. Regular
2. Life Member
3. Student
4. Contributing

Section B. Regular members shall have all membership privileges, including the right to make motions and vote; to nominate; to hold office in the Section and/or Educational Districts; to serve on committees of the section and/or Educational Districts; and to attend any educational session during the annual meeting. Regular members must be a member of NCPHA, Inc. and pay Section dues as set by the Section.

Section C. A person who has been a member of NCPHA, Inc. and the Section for at least 15 years and who is at least 65 years old or who is receiving retirement benefits from the North Carolina Local or State Retirement System shall be eligible to be a Life Member, upon approval from the Membership Committee. Life members shall have full membership privileges. Life members must be a member of NCPHA, Inc. but are exempt from paying Section dues. An applicant for Life Membership shall submit an application to the Membership Committee, Environmental Health Section, NCPHA, Inc. If the applicant is accepted, the Membership Committee shall notify the applicant and the Executive Committee.

Section D. A Student Member must be a full-time student and be a member of NCPHA, Inc. Student Members shall have the same membership privileges as regular members. Dues shall be one half of the Section dues paid by regular members.

Section E. Contributing Membership shall be open to those interested individuals or firms who desire to maintain a membership relation to the Environmental Health Section, NCPHA, Inc. provided they maintain membership in the North Carolina Public Health Association, Inc. Contributing Membership shall not include voting, nominating, office-holding privilege, or the right to serve on committees. An applicant for Contributing Membership shall submit an application to the Membership Committee, Environmental Health Section, NCPHA, Inc. If the application is accepted by the Membership Committee, the applicant's dues shall be forwarded to the Treasurer. And notification of membership shall be made to the applicant and the Executive Committee. Annual dues for contributing members shall be set by the Executive Committee.

Section F. All new and renewal applicants for membership in the Environmental Health Section, NCPHA, Inc. shall make their applications in writing to NCPHA, Inc., and pay the appropriate annual dues. The application will be subject to review by the Membership Committee. If an applicant is rejected for membership, the Treasurer shall promptly return the applicant's dues and advise the applicant of the disposition of the application by the Executive Committee.

Amended Eff. October 28, 2010

ARTICLE IV

Dues

Section A. The annual membership dues for active members shall be set by the Executive Committee, not to exceed \$10.00 and in the cases of all active members shall be due and payable to the North Carolina Public Health Association. All active members shall be promptly receipted for Environmental Health Sections dues by the Treasurer of NCPHA, Inc. The Executive Committee shall receive payment from the Treasurer of NCPHA, Inc., for all Environmental Health Sections dues monthly.

Section B. Active members shall also be required to maintain their membership in the North Carolina Public Health Association, Inc., in good standing by paying the dues for membership in the said Association in accordance with the rules and regulations of the said Association pertaining to the payment of the annual dues of their members.

Amended Eff. October 28, 2010

Section C. Any special assessments properly voted upon by the membership in general shall also be paid in accordance with the term of the enacting motion under which, as passed, such special assessments shall have been levied.

Section D.

Effective January 1, 1985

Repealed Eff. October 28, 2010

ARTICLE V

Officers

Section A. The officers of the Environmental Health Section, NCPHA, Inc., shall be a President, a Vice-President, a Treasurer, and a Secretary.

ARTICLE VI

Election of Officers

Section A. The officers of the Environmental Health Section, NCPHA, Inc., shall be elected annually at the regular meeting of the Environmental Health Section of the NCPHA, Inc., and they shall continue to hold their respective offices until their successors are duly elected. In the case of vacancies occurring for any reason, the vacancies may be filled by the Executive Committee for the unexpired term.

Section B. Nomination of officers shall be submitted in writing by the Nominating Committee to the President of the Environmental Health Section, NCPHA, Inc., at least one week prior to the annual business meeting of the Environmental Health Section, NCPHA, Inc. Additional nominations may also be made from the floor during the election of officers at the annual business meeting. A motion to close nominations shall require the assent of at least three-fourths of the members voting in order for the motion to be carried. It shall be the responsibility of the President to provide proper and sufficient time for the orderly reception of all nominations.

Section C. When more nominations than one are made, all officers shall be elected by secret ballots.

Section D. A committee of at least three members shall be appointed by the President to count the votes and report the results of each successive balloting for officers.

ARTICLE VII

Duties of Officers

Section A. The President shall preside over the meeting of the Environmental Health Section, NCPHA, Inc., act as ex-officio member and chairman of the Executive Committee, serve in advisory capacity with the Finance Committee, the Program Committee, and upon request with other regular standing and special committees insofar as practicable for him to do so. He shall perform the general administrative duties of the Section, and he shall have authority and power after consultation with a majority of the Executive Committee, to call special meetings of the Environmental Health Section of NCPHA, Inc. He shall attend the annual National Environmental Health Association meeting and act as a voting delegate.

Section B. The Vice-President shall preside over the meetings in the absence or disability of the President. He shall be ex-officio member and Chairman of the Program Committee, Membership Committee, and also act as ex-officio member of the Executive Committee.

Section C. The Treasurer shall keep the financial records of the Environmental Health Section, NCPHA, Inc., and receive and give receipts for the funds of the said section, and he shall have the authority to pay out of the funds of the Environmental Health Section, NCPHA, Inc., on the order of the Executive Committee or of a majority vote of the said Section in regular or special meeting duly called. He shall also act as ex-officio member and Treasurer of the Executive Committee and as ex-officio member and Chairman of the Finance Committee.

The Treasurer shall also be the custodian of the funds and other property of the Environmental Health Section, NCPHA, Inc., and he shall safely keep or disburse such funds and property as directed by the Executive Committee acting under its limitations in this Constitution and By-Laws. He shall also submit his records of the Environmental Health Section, NCPHA, Inc., when requested to the Auditing Committee for examination, and turn over to his successor in office, when he has been duly elected, all funds and property of the Environmental Health Section, NCPHA, Inc., which shall have been in his hands as keeper and custodian.

Section D. The Secretary shall keep the records of the Environmental Health Section, NCPHA, Inc. He shall act as ex-officio member and Secretary of the Executive Committee and as ex-officio member and Chairman of the Constitution and By-Laws Committee.

ARTICLE VIII

Committees

Section A. The Standing Committees of the Environmental Health Section, NCPHA, Inc., shall be the following: Executive Committee, Finance Committee, Program Committee, Membership Committee, Auditing Committee, Resolutions Committee, Public Relations Committee, Constitution and By-Laws Committee, Professional Development/Educational Committee, Newsletter Committee, Awards Committee, Nominating Committee, and Legislative Committee, W.A. "Bill" Broadway Award Committee, Scholarship Committee, Poster Committee and Interstate Environmental Health Seminar Committee.

Section B. Special Committees may be appointed or elected to perform extraordinary duties for the Environmental Health Section, NCPHA, Inc., or for supplementing the work of any of the Standing Committees in the way and manner of Sub-Committees, all such Special Committees to be discharged when the said duties shall have been performed. Each Special Committee shall be evaluated after three years to determine the necessity of continuing the committee.

Section C. Before any person shall serve on any Committee, he/she must be an active member of the Environmental Health Section, NCPHA, Inc. An eligible member appointed by the Executive Committee may fill any vacancy due to an individual who is unable or unwilling to serve on any Committee as specified in these by-laws.

Section D. Committees shall be filled on a voluntary basis. When there is a need for a committee and there are no volunteers the Executive Committee will resume responsibilities of said committee, with the exception of the Auditing Committee.

Amended Eff. September 22, 2011

ARTICLE IX

Constitution and Duties of Committees

Section A. The Executive Committee shall be composed of the President, the Secretary, the Treasurer, the Vice-President, and the immediate Past President of the Environmental Health Section, NCPHA, Inc., as ex-officio members with the President and the Secretary of the Environmental Health Section, NCPHA, Inc., serving respectively as ex-officio Chairman and the Secretary of the Executive Committee. The elected Presidents of the component district organizations and the elected presidents of the Environmental Health Sections of EDNCPHA and WNCPPHA shall also be members of the Executive

Committee and shall serve concurrently with the officers of the Environmental Health Section, NCPHA, Inc.

The Executive Committee shall have the administrative authority and powers of the Environmental Health Section, NCPHA, Inc., between meetings and shall have authority of the Section to meet at least quarterly and to receive the reports of any and/or all Standing and Special Committees of the Section for such action as is their discretion pertinent to such reports and which action by the nature of the business cannot await the regular annual meeting. Provided: that the Executive Committee shall at the time of the annual meeting make full report to the annual meeting showing the actions taken by them in the Committee Meetings. Provided further: that no Executive Committee action shall be taken to increase financial obligations of the members of the Environmental Health Section, NCPHA, Inc.

Amended Eff. September 22, 2011

Section B. The Finance Committee shall be composed of the Treasurer as ex-officio member and Chairman and four other members appointed by the Executive Committee to serve with him. All matters of finance shall be referred to this Committee or to the regular annual meeting. Provided: that this Section shall not apply to the handling of current expenses; and, provided further: that no special levies of assessments shall be made otherwise than by a two-thirds majority vote of the members voting in this annual business session of regular annual meeting.

Section C. The Program Committee shall be composed of the Vice-President as ex-officio member and Chairman and four other members to be appointed by the Executive Committee to serve with him. This Committee shall have the duty and authority to plan definite programs for the regular annual meetings of the Environmental Health Section, NCPHA, Inc., including entertainment. Any proposed expenditures by this Committee shall first be referred to the Finance Committee for approval and be authorized in advance.

Section D. The Membership Committee shall be composed of the Vice-President as ex-officio member and Chairman and one other member to be selected by and from each of the district organizations of environmental health specialists at their last regular meeting of the year to serve with him.

The Membership Committee shall have the option of reviewing all applications for membership.

Amended Eff. October 28, 2010

Section E. The Auditing Committee shall be composed of three members, who shall not be officers, elected at the regular annual meetings. It shall be the duty of the Auditing Committee to audit the accounts and books of the Environmental Health Section, NCPHA, Inc., annually within three (3) months after the

close of the annual meeting of each year and make a full report of its findings in writing to the Executive committee upon completion. A copy of the report shall be published in the section newsletter and the final report to be given at the next Annual Meeting.

Amended Eff. September 22, 2011

Section F. The Resolutions Committee shall be composed of three members appointed by the President before the close of the annual meeting and announcement made of same.

Section G. The Public Relations Committee shall be composed of the President as ex-officio member and Chairman and the Presidents of the component district organization of environmental health specialists. This Committee shall have the authority and duty to handle all questions of public relations of the section, to regularly submit to the Chairman of the Environmental Health Section, NCPHA, Inc., items of news interest for the "Newsletter", and to make a report of the activities at the regular annual meeting. It shall also be the duty of the Public Relations Committee to devise, foster and promote the nomination of a candidate from each of the five component districts for the Environmental Health Specialist Award and the Environmental Health Specialist rookie of the Year Award.

Section H. The Constitution and By-Laws Committee shall be composed of the Secretary as ex-officio member and Chairman and two other members appointed by the President to serve with him. This Committee shall have the duty of presenting in writing to the regular annual meeting any and all recommended changes in the Constitution and By-Laws of the Environmental Health Section, NCPHA, Inc. The Committee shall update the Manual of Procedures in accordance with the Constitution and By-laws.

Amended Eff. September 22, 2011

Section I. The Professional Development/Educational Committee shall be composed of the President and Vice-President as ex-officio members, a representative of a university of higher learning in North Carolina actively engaged in the training of students of Environmental Health, for a two-year term to be appointed by the Executive Committee on even-numbered years, a representative of the Environmental Health Section of the Division of Health Services for a two-year term, to be appointed by the Executive Committee on odd-numbered years, a representative from each of the component district sections, the Chairman of the Newsletter Committee, and one representative of the North Carolina Environmental Health State of the Practice Committee. The election of appointment of the members from the sections shall be made by the Executive Committee at its first meeting following the annual meeting in 1962. At this meeting three members shall be elected or appointed for a period of two years and two members for a period of one year; thereafter the appointments shall be for a term of two years. The Chairman and Secretary of this Committee shall be duly elected from among its members at its first meeting of the

organizational year. The first meeting shall be called by the President of the Environmental Health Section, NCPHA, Inc.

It shall be the duty of the Professional Development/Educational Committee to devise, foster, promote and implement a progressive and continuous program of individual and group development in professional standards, attitudes, performance, and comportment. This Committee shall investigate, study, promote and make continuing recommendations on all matters of education importance to the membership and to the Executive Committee. Minutes of the meetings of this Committee shall be filed with the Secretary of the Environmental Health Section, NCPHA, Inc.

Amended Eff. September 20, 2000

Section J. The Educational Committee

Amended Eff. September 20, 2000

Section K. The Awards Committee shall be composed of the last seven recipients of Environmental Health Specialist of the Year Award with the individual of this Committee having first received the award acting as Chairman. All members shall be an active member of the Environmental Health Section, NCPHA, Inc., or have a professional interest in the field of Environmental Health and the objectives of the Environmental Health Section. The director of the Environmental Health Section or some member of the division appointed by the President shall act as temporary chairman during the balloting but shall not have voting privileges. The Committee shall meet to consider awards for the Stacy Covil Environmental Health Specialist of the Year and Rookie Environmental Health Specialist of the Year.

It shall be the duty of the Awards Committee to determine if an award is to be presented for the preceding year, and if so, to select the recipient from the brochures submitted to either the chairman of the Awards Committee or any of its members. The Awards Committee shall determine that a nominee is an active member in good standing in the Environmental Health Section and the North Carolina Public Health Association, Inc., before said nominee may be considered for an award.

The nominee for the Environmental Health Specialist of the Year Award shall be a registered Environmental Health Specialist. The nominee for the Rookie Environmental Health Specialist of the Year Award shall have not less than one year of active service in the field of Environmental Health and not more than three years of active service as of December 31 of the year for which the award is to be given. The Awards Committee shall have responsibility of making arrangements for securing the plaques, citation, and \$150.00 cash award for the Stacy Covil Environmental Health Specialist of the Year and the citation and plaque for the Rookie Environmental Health Specialist.

Amended Eff. September 22, 2011

Section L. The Newsletter Committee shall be composed of one representative from each of the component District Sections with the Secretary of the Environmental Health Section serving as chairman.

The Committee shall be responsible for the editing, publishing and distribution of a Newsletter and shall distribute this Newsletter to all members of the Environmental Health Section. The Newsletter shall be published a minimum of one time per year.

Amended Eff. September 22, 2011

Section M. The Nominating Committee shall be composed of the President of each component district of the Environmental Health Section, NCPHA, Inc., or his duly appointed representative from his district. The chairman of the Nominating Committee shall be appointed by the President of Environmental Health Section, NCPHA, Inc., at the first Executive Committee meeting following the annual business meeting.

Section N. The Legislative Committee shall be composed of the immediate Past President as ex-officio member and Chairman and three appointees, one of which shall be a representative of the Division of Environmental Health. The election or appointments of the Committee shall be made by the Executive Committee at its first meeting following the annual meeting in 1987, and at this meeting one member shall be elected or appointed for a term of three years, one for two years, and one for one year; thereafter, the appointee shall be for a term of three years.

The duties of the Legislative Committee shall be to determine which North Carolina Legislative bills will affect environmental health, follow those bills in legislature, report to the Executive Committee and shall exercise privileges as spokesman for the section as directed by the Executive Committee.

Section O. The "W.A. "Bill" Broadway" Award Committee shall be composed of the last five Presidents of the Environmental Health Section, NCPHA, Inc., with the immediate Past President acting as Chairman. All these members shall be an active member of the Environmental Health Section, NCPHA, Inc., or have a professional interest in the field of Environmental Health and the objectives of the Environmental Health Section. The Committee shall meet for the purpose of selection of an award recipient.

It shall be the duty of the "W.A."Bill" Broadway" Award Committee to select the current recipient of the Award. The Committee may nominate the recipient or may consider nomination brochures. Nomination brochures must be submitted to the Past President, Environmental Health Section, NCPHA, Inc. The Committee shall determine that the nominee is directly or indirectly involved with the practice of Environmental Health and contributed significantly, through superior achievements and professional excellence, to the field of environmental health.

W.A. "Bill" Broadway shall have the authority to refuse any nominee for the award so long as he lives.

Section P. The Scholarship Committee shall be composed of the members of the Executive Committee with the President acting as Chairman.

It shall be the duty of the Scholarship Committee to evaluate applications provided by East Carolina University or Western Carolina University and provide approval of the recipient(s). Said applications shall be submitted to the Chairman of the Scholarship Committee.

Amended Eff. September 22, 2011

Section Q. The Interstate Environmental Health Seminar Committee shall be composed of three members appointed by the Executive Committee.

It shall be the duty of the Interstate Environmental Health Seminar Committee to plan and promote the Interstate Environmental Health Seminar when North Carolina is the host state.

Section R. The Poster Contest Committee shall be composed of the past chairs of the Executive Committee with the Public Information Officer acting as chairman. The Poster contest theme and winners shall be selected by the Executive Committee.

ARTICLE X

Disciplinary Action

Section A. All other disciplinary action concerning members or officers in violation of the REHS Code of Ethics shall be left in the discretion of the Executive Committee and is hereby made a part of the duty of said Committee. Provided: that a member or an officer shall have the right of appeal from a decision of the Executive Committee in disciplinary action to the next regular meeting of the Environmental Health Section, NCPHA, Inc.

Amended Eff. September 22, 2011

ARTICLE XI

Insignia

Section A. The Executive Committee of the Environmental Health Section, NCPHA, Inc., is hereby authorized and empowered to adopt a uniform insignia which may be worn on the person, displayed on the vehicle, or engraved on the professional card of any member in good standing of the Environmental Health Section of the North Carolina Public Health Association, Inc.

ARTICLE XII

Quorums

Section A. A quorum of the membership for the transaction of business of the Section shall be at least one-fourth of the total membership in good standing present and voting in any regular meeting or

Special Meeting duly called with adequate written notice to all active members of the time and place and purpose of the Special Meeting.

Section B. A quorum of the membership of any Committee of the Environmental Health Section, NCPHA, Inc., shall be a majority of those members present when due notice in writing has been given to all members of said Committee, giving reasonable time for all members to reach the meeting place.

ARTICLE XIII

Parliamentary Practice

Section A. In the absence of the rules of this Constitution and By-Laws of the Environmental Health Section, NCPHA, Inc., the proceedings of the Committee Meetings and of the regular and Special Meetings of the Section shall be conducted in accordance with the established parliamentary procedure as set forth in ***ROBERTS RULES OF ORDER REVISED FOR DELIBERATE ASSEMBLIES***.

Section B. A Parliamentarian shall be elected by the Executive Committee from among its members at the first Executive Committee meeting of the organizational year.

ARTICLE XIV

N.E.H.A. Delegate

Section A. The voting delegate to the Annual Educational Conference of the National Environmental Health Association shall be an active member of the Association. The criteria for selecting the voting delegate shall be the President. In the event the President cannot serve as the voting delegate it shall then be the duty of the Vice-President to serve. In the event the Vice-President cannot serve as the voting delegate, it shall be the duty of the President to appoint said delegate.

Section B. The Executive Committee shall at its last meeting prior to the annual Educational Conference of the National Environmental Health Association discuss and brief the voting delegate on the business matters to be taken up at the Business Meeting of the annual Educational Conference and give said delegate instructions for casting the ballots allotted the NC Section. The Executive Committee shall also estimate the cost of sending the delegate to said conference and authorize the Treasurer to issue the delegate a check on the Section's funds for the amount deemed necessary, however, in no case shall reimbursement to the delegate from the Section exceed \$1,500.00. Said check, including a letter of authorization to the voting delegate, signed by at least two Officers of the Section, shall be mailed to the delegate no earlier than two weeks prior to departure for said Conference.

Amended Eff. September 22, 2011

Section C. The delegate upon returning from the annual Educational Conference shall return to the Treasurer any unused amount of the expense money allotted. He shall also furnish the Treasurer an itemized bill of the expenses incurred.

ARTICLE XV

Section A. When North Carolina is the host state for Interstate Environmental Health Seminar, the Environmental Health Section of the North Carolina Public Health Association, Inc., shall support and/or underwrite the expenses of the Interstate Environmental Health Seminar in an amount not to exceed three thousand dollars (\$3,000.00).

Section B. The year prior to serving as the host state for Interstate Environmental Health Seminar, the Environmental Health Section of the North Carolina Public Health Association, Inc., shall support and/or underwrite the expenses of an Interstate Environmental Health Seminar hospitality event in an amount not to exceed five hundred dollars (\$500.00).

Effective September 22, 2011

Section C. When North Carolina is not the host state for the Interstate Environmental Health Seminar, the Environmental Health Section of the North Carolina Public Health Association, Inc. shall support and/or underwrite the expenses of an Interstate Environmental Health Seminar door prize in an amount not to exceed fifty dollars (\$50.00).

Effective September 22, 2011

Section D. The Interstate Environmental Health Seminar Committee Chair shall submit an email, fax or mailed request for expenses relating to the Interstate Environmental Health Seminar to the Treasurer of the Environmental Health Section of NCPHA, Inc. for approval prior to incurring any expense(s).

Effective September 22, 2011

ARTICLE XVI

Amendments

Section A. Amendments to this Constitution and By-Laws of the Environmental Health Section, of the North Carolina Public Health Association, Inc., may be enacted, after being submitted in writing by the Constitution and By-Laws Committee to a regular annual meeting of the Environmental Health Section, NCPHA, Inc., by a two-thirds affirmative vote of the members voting on the question of adoption of amendment.

The foregoing Constitution and By-Laws were adopted by the Environmental Health Section of the North Carolina Public Health Association, Inc., in the regular annual meeting at Durham,

North Carolina on the 19th day of October, 1948, and revised in the regular annual meetings at Durham, North Carolina on the 9th day of September, 1960; Greensboro, North Carolina on the 30th day of June, 1961; Raleigh, North Carolina on the 28th day of September, 1962; Asheville, North Carolina on the 25th day of September, 1964; Raleigh, North Carolina on the 5th day of October, 1967; Asheville, North Carolina on the 18th day of September, 1969; Durham, North Carolina on the 15th day of October, 1970; at Winston-Salem, North Carolina on the 7th day of October, 1971; Raleigh, North Carolina on the 27th day of September, 1973; Charlotte, North Carolina on the 26th Day of September, 1974; Asheville, North Carolina on the 17th day of September, 1975; Greensboro, North Carolina on the 23rd day of September, 1976; Wilmington, North Carolina on the 26th day of September, 1977; Asheville, North Carolina on the 13th day of September, 1979; Fayetteville, North Carolina on the 16th day of September, 1981; Winston-Salem, North Carolina on the 16th day of September, 1982; Asheville, North Carolina on the 18th day of September, 1985; Raleigh, North Carolina on the 12th day of September, 1990; Asheville, North Carolina on the 21st day of September, 1994; Charlotte, North Carolina on the 18th day of September, 1996; Wilmington, North Carolina on the 20th day of September, 2000; New Bern, North Carolina on the 25th day of September, 2002; New Bern, North Carolina on the 11th day of October, 2006; Wilmington, North Carolina on the 28th of October, 2010; Charlotte, North Carolina on the 22nd of September, 2011.

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