



**MISSISSIPPI PUBLIC HEALTH  
ASSOCIATION  
PINE BELT CHAPTER  
BYLAWS**

**ARTICLE I.  
NAME**

The name of this chapter will be known as the Pine Belt Chapter of the Mississippi Public Health Association (MPHA) and will be comprised of members from Covington, Forrest, Greene, Jeff Davis, Jones, Lamar, Marion, Perry and Wayne counties. The official chapter mailing address will be the same as that of MPHA, P.O. Box 4834, Jackson, MS 39296.

**ARTICLE II.  
STATEMENT OF PURPOSE**

The purpose of the Pine Belt Chapter of the Mississippi Public Health Association is:

1. To provide and distribute information to public health professionals through workforce education, development, and enhancement.
2. To work closely with city/town governments, business community leaders, civic organizations, educational institutions and other key stakeholders in the Pine Belt area to identify health issues facing communities and potential interventions and solutions.
3. To provide a forum for health professionals in the Pine Belt that extends networking opportunities to its members and supports public health leadership, education and advocacy.
4. To advocate for public health issues affecting Pine Belt communities through research, campaigns, and community education.

**ARTICLE III.  
MEMBERSHIP AND DUES**

**MEMBERSHIP**

Membership in the Chapter is open to individuals who reside in or have their primary work in the geographic area of the Pine Belt as described in Article I.

Membership shall include anyone interested in advancing the purpose of the Chapter as described in Article II and who has an interest in public health.

Members of the Pine Belt Chapter must be a member in good standing with MPHA.

Chapter members in good standing (dues paid) shall have the right to vote on issues of the chapter, to hold office, and to serve as committee chairpersons for the Chapter.

**DUES**

Annual dues for active members shall be initially set at \$10. Changes to the amount must be recommended by the Officers of the Chapter and approved by majority vote of the Chapter membership. Dues for the Chapter will be reviewed annually. Any dues assessed and collected

will run concurrent with MPHA membership dues. Any decrease or increase in chapter dues of up to a 50% per year approved by the Chapter would not require MPHA Board of Director approval.

## **ARTICLE IV MEETINGS OF MEMBERS**

### **REGULAR MEETINGS**

The Pine Belt Chapter of the Mississippi Public Health Association shall have regular chapter meetings a minimum of 4 times per year. Any interested lay or professional person may attend meetings as guests. On matters of general business, voting may be conducted by any means chosen by the officers, including electronic means. Actions shall be decided by majority of those voting on items of business and/or election of officers.

### **NOTICE OF MEETINGS**

A written or other notice stating the place, time, date, and hour of chapter meetings shall be delivered to chapter memberships at least one week prior to the scheduled meeting.

### **QUORUM**

A quorum requires twenty-five percent (25%) of chapter members for business transactions to take place and motions to pass.

## **ARTICLE V GENERAL OFFICERS AND COMMITTEE OFFICERS**

The officers of the chapter shall be a chairperson, co-chairperson, secretary/treasurer, chair of the advocacy committee, and chair of the education committee. The elected and appointed officers of the chapter shall begin their service on the first day of the month following the election. Elections will run concurrent with MPHA general elections. No chapter member shall serve more than two concurrent terms in the same office. The elected officers shall annually appoint a chair of the advocacy and education standing committees to also serve as officers of the association. A vacancy in any office, except chairperson, because of death, resignation, removal, disqualification, or otherwise, may be filled by the remaining general officers for the unexpired portion of the term or deferred to full membership in a special membership meeting to elect a replacement.

1. Chairperson: The initial election after adoption of these bylaws shall include a chairperson. Every year following, the co-chairperson will assume the role of the chairperson. Chairperson shall serve a term of 1 year, shall preside over all chapter meetings, and shall have general supervision over the affairs of the chapter subject to approval by the officers. The chair shall serve as a non-voting member of the MPHA board of directors.
2. Co-Chairperson: The co-chairperson position of the chapter will be voted upon each year. The person elected to this position will serve a two-year term, the first year as co-chair and the second year as the chairperson of the chapter. The role of the co-chair will primarily serve to solicit and engage chapter membership and to fulfill the roles of the chair in the absence of the chairperson. The co-chairperson will also fulfill any media relations tasks (i.e. public relations, social media, web page, etc.) for the chapter.
3. Secretary/Treasurer: Shall be elected for a two-year term of office. The role of the secretary/treasurer shall be responsible for keeping records of actions, including overseeing the taking of minutes at all meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each member, and assuring that appropriate records are maintained. Treasurer duties include preparation of budget and accounting, financial reporting to MPHA, and shall provide a financial report to the members at least quarterly.

4. Advocacy Chair: The chair of the advocacy standing committee shall be appointed by the three elected officers annually. The advocacy chair shall promote the MPHA legislative agenda, lead chapter advocacy initiatives, and report at least quarterly advocacy efforts and updates to the chapter members.
5. Education Chair: The chair of the education standing committee shall be appointed by the three elected officers annually. The education chair shall lead educational programming for the members, assist with educating chapter communities on public health matters, and provide a quarterly report.

## **ARTICLE VI COMMITTEES**

### **STANDING COMMITTEES**

The chapter shall initially have two standing committees designated for the purpose of promoting the chapter as stated in article two, and to initiate the activities of the chapters and its members on an ongoing basis. Additional standing committees may be developed with the approval of the chapter members upon recommendation of the officers. Each standing committee shall be led by the designated chair and have a minimum of three additional chapter members.

#### **ADVOCACY COMMITTEE**

The advocacy standing committee will be responsible for promoting ongoing legislative and policy efforts of the association within the chapter, shall work with communities on local ordinances and issues promoting the public's health, and sponsor activities within the chapter that educate chapter members and policy makers.

#### **EDUCATION COMMITTEE**

The education standing committee will be responsible for developing programming to enhance the education of chapter members on public health issues, research, and professional development. The education committee will also be responsible for conducting an annual survey of chapter members to ascertain future educational needs.

### **AD-HOC COMMITTEES**

The officers of the chapter may appoint ad-hoc committees for the purpose of a specific initiative, function, or activity of the chapter that may develop. The officers may also appoint ad-hoc committee/liaison to assist the chapter with outside entities or funding opportunities and options.

## **Article VII Bylaws Amendment**

The Bylaws may be amended, altered, or repealed by the affirmative vote of at least 2/3 of the Chapter members.