

# Board of Health Committees

## Executive Committee

Consists of the President, Vice-President, Secretary and two Members-at-Large. The Executive Committee provides oversight for organizational audit and compliance. This Committee meets as needed.

## Grievance Committee

Consists of two (2) Board of Health members and one (1) Health Department Director. The Grievance Committee is for the formal hearing of employee grievances and to decide on those requests. This Committee meets as needed.

Standing Committees: The function of the standing committees is advisory and fact finding. Any action must be approved by the Board of Health. No standing committee or individual member may decide any matter or action without specific Board of Health approval. The President shall be an ex-officio member of all standing committees and may participate in the discussion and deliberations of those committees but shall have the right to vote only in the case of a tie or to constitute a quorum. These Committees meet as needed.

- Budget Committee: shall consist of five (5) Board of Health members. Shall meet annually to develop the recommended Health Department budget.
- Hearings Committee: shall consist of three (3) Board of Health members. Shall conduct and decide hearings or appeals as may arise under Lake County Code of Ordinances, Title XVII, Chapter 176. The decisions of the Hearings Committee, on hearings or appeals to it, shall not be subject to review by or further appeal to the full Board of Health.
- Personnel Committee: shall consist of five (5) Board of Health members. Shall recommend Health Department personnel policies and salary schedules, which permit the employment and retention of qualified staff.
- Credentialing Committee: shall consist of four (4) Board of Health members. Shall conduct and perform such background inquiries or investigations into the personal, educational, and professional background and history of providers employed by, to be employed by, or a volunteer of the Health Department, sufficient to arrive at and form a reasonable opinion and recommendation to the Board of Health and to the Governing Council as to whether or not the credentials of said provider meet or exceed the requirements of the Health Department.
- Nominating Committee: shall consist of five (5) Board of Health members. Shall present a slate of officers and two (2) at-large Executive Committee members to the Board at the meeting immediately prior to the end of the operating fiscal year.

## Environmental Health Advisory Committee (EHAC)

The Board of Health President shall appoint, with the concurrence of the Board, advisory committee members when their term expires, or vacancies occur. Advisory committee members shall be Lake County residents or providers of service. The EHAC shall provide consultation and advice to the Board of Health and Health Department staff concerning professional, technical and operational issues; to evaluate utilization, productivity, client satisfaction, and achievement of Health Department objectives; to assist the Health Department in maintaining liaison with other similar providers of service and referral agencies; and to promote ongoing community information and networking. This committee meets quarterly.

## Ad Hoc Committees

Ad hoc committees may be established by the President with the concurrence of the Board for special, limited purposes and shall serve only until completion of assignment.