

North Shore Board of Health - Overview

North Shore Health Department Agreement for Public Health Services specifies that the Village of Brown Deer, on behalf of the North Shore Health Department, shall supply local public health services to the municipalities who sign the Agreement. One of the public health services is the establishment and representation on a local board of health to “discharge the powers, duties, and statutory obligations in accordance with Section 251.04 of the Wisconsin Statutes. Section 2 of the Agreement states that all communities adopt a local Board of Health ordinance which provides that each municipality that enters into the Agreement shall appoint for a two-year term, one representative member on the health department Board of Health. Appendix B of the Agreement outlines the structure and function of the North Shore Board of Health.

Composition

- 1) The Board of Health shall consist of one representative from the Villages of Bayside, Brown Deer, Fox Point, River Hills, Shorewood and Whitefish Bay and the City of Glendale. Appointments to the Board of Health shall be made by the village president or mayor of each participating community and shall serve as that community's representative to the North Shore Health Department Board of Health for a term of two (2) years, subject to confirmation by each municipality's governing body. The Medical Officer shall be a member of the North Shore Health Department Board and be appointed by the Board of Health for a two (2) year term. The health officer to the North Shore Health Department shall be staff representatives to the board.
- 2) Each person appointed to represent a municipality shall have demonstrated interest or competence in the field of public health or community health. Appointments made to the board of health shall consist of no more than nine members, and at least three of these members shall be persons who are not elected officials or employees of the governing bodies. A good faith effort shall be made to appoint a registered nurse and a physician. The Board of Health should reflect the diversity of constituents served.

Term of office

Each participating municipality's representative shall be appointed for a two (2) year term in conformance with the municipality's practice for appointing any board members, subject to confirmation by each municipality's governing body.

Selection of officers

The Board of Health shall annually elect a chair and clerk at its first meeting of each calendar year. The director of the North Shore Health Department or his designee shall record minutes for the meetings.

Meetings

All meetings of the North Shore Health Department Board of Health shall be properly posted and notice given in accordance with state open meeting law. Meetings shall be held at least quarterly. The Board of Health may meet more often, on an as-needed basis, at the call of the chair, so long as the meeting is properly posted and notice given in accordance with Wis. Stats. § 19.84.

Jurisdiction and Duties

Specifically, the North Shore Board of Health shall:

- (a) Assist in determining public health needs and advocate for the provision of reasonable and necessary public health services.

(b) Develop policy and provide leadership that fosters local involvement and commitment, that emphasizes public health needs and that advocates equitable distribution of public health resources and complementary private activities commensurate with public health needs.

(c) Ensure conformance with the "Agreement for Public Health Services, North Shore Health Department."

(d) Assure that measures are taken to provide an environment in which individuals can be healthy.

(e) Assure that the North Shore Health Department is a Level II or III health department, as specified in Wis.Stats. § 251.04(1) and (2).



Responsibilities of Board of Health Members

"BOH Orientation: Responsibilities of Board Members." Wisconsin Department of Health Services. Web. 20 Feb. 2012. <http://www.dhs.wisconsin.gov/localhealth/BOHInformation/>

These expectations may be adapted to reflect your board's actual expectations of its members. Your board can adopt any of these and add others as needed. What is important is that all board members know what is expected of them.

Specific expectations of board of health members:

Assess

- Educate yourself on your community and its public health status. As a county resident, you are in an excellent position to know your community's problems and needs.
- Educate yourself on your board and local department's history, goals, achievements, and current situation.

Develop Policy

- Review statutes, administrative rules and local policies.
- Attend board meetings regularly and promptly.
- Review all meeting materials in advance of meeting.
- Do assigned work between meetings.
- Participate fully in open, constructive dialogue regarding local public health both in and out of meetings.
- Ask critical questions; seek clarity and implications of decisions before voting.
- Function as a policy-maker not as an administrator.
- Link the community and the local health department.
- Represent a broad cross-section of the community to the board.
- Represent public health to the community.
- Speak for the board only when delegated to do so.
- Actively participate in political activities at local, state, and national level concerning local public health.

Assure

- Keep decision-making at the primary and secondary policy levels.
- Stand behind decisions of the board and its director/health officer.
- Inform the community of public health financial backing.
- Anticipate trends likely to affect the local health department.