Bylaws of the
Governing Body of the Gallatin City-County Board of Health

ARTICLE ONE: Creation

The Governing Body of the Gallatin City-County Board of Health ("Governing Body") was created pursuant to the *Interlocal Agreement among Gallatin County, City of Bozeman, and City of Belgrade Establishing a City-County Board of Health*, effective June 7, 2022 ("Interlocal Agreement").

ARTICLE TWO: Powers and Duties

The Governing Body has those powers and duties authorized by the Interlocal Agreement, § 50-2-116, MCA, and as otherwise provided by law.

ARTICLE THREE: Governing Body Members

Section 1. Composition. In accordance with the Interlocal Agreement, the Governing Body is comprised of the Gallatin County Commission, one Bozeman City Commissioner, and one Belgrade City Council member.

Section 2. Terms. Terms for members of the Governing Body will run with the appointment of each member.

Section 3. Compensation. Members of the Governing Body are not compensated any salary, per diem, or travel expenses for attending meetings or engaging in board business.

ARTICLE FOUR: Officers

Section 1. Chair. The Chair of the Gallatin County Commission shall act as Chair and conduct all meetings of the Governing Body. The Chair, being a co-equal member of the Governing Body, shall in addition to presiding, have a right to participate in debate and shall vote on all motions.

Section 2. Vice Chair. The Vice Chair shall be either the Bozeman City Commission member or the Belgrade City Council member. The Vice Chair shall initially be determined by vote of the members of the Governing Body and shall serve a one-year term. Thereafter, the office shall rotate annually between the Bozeman City Commission member and the Belgrade City Council member. The Vice Chair shall conduct all meetings in the Chair's absence.

Section 3. Clerk. The Gallatin County Clerk & Recorder is designated as the clerk of the Governing Body. The Clerk & Recorder will take and maintain all meeting minutes and will be requested to perform such other duties prescribed by law for the clerk of a governing body.

ARTICLE FIVE: Meetings

Section 1. Regular Meetings. The Governing Body shall meet at least twice annually, with special meetings called as needed to conduct business.

Section 2. Special Meetings. Special meetings shall be at the call of the Chair or by a majority of the members of the Governing Body.

Section 3. Quorum. Three members of the Governing Body, consisting of two county commissioners and one city commissioner or city council member, constitutes a quorum for all meetings. Members may attend meetings in-person or remotely.

Section 4. Manner of Action. In accordance with the Interlocal Agreement, at least two concurring votes of the County Commission and at least one concurring vote of either the Bozeman City Commission member or Belgrade City Council member shall be required for the passage of any decision by the Governing Body.

Section 5. Notice and Scheduling. The County Commission agrees to appoint one or more Commission assistants who are responsible for:

A. Scheduling and notifying members and the City Clerks of Bozeman and Belgrade of meeting dates and times;

B. Preparing the agenda for meetings;

C. Seeing that all notices are duly given in accordance with the provisions of these Bylaws or as required by law.

Section 6. Open Meeting Requirements. All meetings of the Governing Body are open to the public in accordance with the Open Meetings laws of the State of Montana. To comply with the spirit and intent of the Open Meeting Law, at least two business days' notice shall be given of all regular and special meetings.

Notice of the agenda for each meeting shall be published in the *Bozeman Daily Chronicle* and posted online on the Health Department's Website at least two business days prior to the meeting. This rule may be suspended by the Chair when the Governing Body must make a decision to deal with an emergency situation affecting the public health, welfare, or safety, or as otherwise allowed by § 2-3-112, MCA.

Section 7. Minutes. Minutes of all meetings shall be kept by the Clerk, and shall be signed by the Chair after approval of the Governing Body. Minutes of all open meetings shall be kept available for inspection by the public. The minutes need not have detailed reports of discussions but shall have all motions and votes thereon and such other information as required by § 2-3-212, MCA.

ARTICLE SIX: Legal Representation

The Gallatin County Attorney, as the statutorily designated attorney for the Gallatin City-County Board of Health, is designated to attend all meetings of the Governing Body to provide legal guidance on board business. If a conflict of interest arises relating to an item over which the County Attorney has provided guidance to the Board of Health, then, upon ~~majority vote of~~approval of a motion by the Governing Body, ~~with the consent of the County Attorney,~~ the Governing Body may appoint outside legal counsel to advise the Governing Body regarding such

item.

ARTICLE SEVEN: Approval of Bylaws

These Bylaws were approved on the 22 day of March, 2023, during a regularly scheduled and noticed meeting of the Governing Body.

Zach Brown, Chair
Gallatin County Commission

Scott MacFarlane Member
Gallatin County Commission

Jennifer Boyer, Member
Gallatin County Commission

Cyndy Andrus, Mayor
Bozeman City Commission

Russ Nelson, Mayor
Belgrade City Council