

Bylaws

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The Agricultural Health and Safety Advisory Board

The New York Center for Agricultural Medicine and Health

Purpose

The Board shall advise the Center staff on the statewide health and safety needs of farmers. It will help coordinate program activities with state agencies, not-for-profit corporations and other interested parties.

The Board shall help in the dissemination of research results and educational programs.

The Board shall help identify funding sources for Center programs.

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Board Membership

By law (Article 39, NYS Public Health Law) the Board shall have 12 members. These members shall be the following persons or their designees. The Commissioner of Health, the Commissioner of Agriculture and Markets, the Dean of the School of Public Health at SUNY Albany and the Dean of the College of Agriculture and Life Sciences at Cornell. Eight additional members, one of whom shall be appointed by the Governor and be a representative of a county cooperative extension, one of whom shall be appointed by the Governor and shall be a representative of rural New York, six of whom shall be representatives of general farm organizations, or individual farmers with annual gross sales of ten thousand dollars or more, or individuals involved in providing health and safety services in counties with fewer than two hundred thousand persons, or members of farm workers organizations, to be appointed as follows: two by the temporary president of the senate, two by the speaker of the assembly, one by the minority leader of the senate and one by the minority leader of the assembly. Members of the Board shall elect a Chairperson on an annual basis. In addition to voting advisory Board members, the Board will have the option of including non-voting members (in addition to the 12 voting members) to provide input on NYCAMH operations.

Board Member Tenure

Board members will serve three-year terms. The second and third term will be served at the discretion of the Board member. The Advisory Board may extend terms until a replacement is appointed.

Date of vote: 3/14/2024

Last edited: 3/20/2024

Board Member Attendance

No substitutions will be allowed on the Board. Virtual or in-person attendance at Advisory Board meetings will be allowed. One unexcused absence is allowable per year as permitted by the Chairperson. If unexcused absences continue to occur, an Advisory Board member may be asked to step aside for a new appointee by a 2/3 vote of the Board of Directors.

Advisory Board Member Code of Conduct

Advisory Board members are expected to act professionally and respectfully and to uphold the mission of NYCAMH both inside and outside the boardroom.

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Salary

Board members receive no salary for their Board work. They shall be reimbursed for travel and for expenses incurred in performance of the duties of the Center.

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Appointments and Vacancies

Appointments shall be made as indicated by law. Vacancies shall be filled in a like manner.

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Officers

Each year the Board shall elect a Chairperson and Vice Chairperson to each serve a one-year term. Nominations can be sent to the Center one month prior to the summer meeting or can be made from the floor. Elections will be held annually at the summer meeting. Voting will be counted by the Center Director and one Board member. The Vice Chairperson will serve as a substitute for the Chairperson if the Chairperson is not available to lead meetings. The Chairperson and Vice Chairperson shall not serve more than six consecutive one-year terms.

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Meetings

The Board shall meet at least quarterly at a location of the Board's choosing. At least one meeting per year will be held in Cooperstown.

Meetings will be Chaired by the Chairperson and staffed by the Center Director.

The Agenda shall be set up by the Director in conjunction with the Chairperson and Vice Chairperson.

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Voting

Each Board member has one vote. All voting will be done by voice or hand vote unless requested otherwise by a Board member. Motions will pass on a simple majority. A quorum will be fulfilled if seven (7) Board members are present.

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Conflicts of Interest

Any Board member having a direct interest in any matter before the Board shall declare the nature of the conflict and excuse themselves from discussion and voting.

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Committees

The Chairperson may appoint such committees as deemed necessary to meet the missions of the Board. All committees will have sunset provisions such that they automatically disband after a given time. More specifically, a nominating committee of three members shall be elected by the Board at the annual meeting to facilitate the Chairperson and Vice-Chairperson elections. The Chairperson will request volunteers from the Board.

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Order of Business

The Chairperson may direct the order of business at each meeting at his or her pleasure. Robert's Rules of Order shall govern all cases where parliamentary procedure is not delineated in the Bylaws.

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Amendments

These Bylaws may be amended by a two-thirds majority of the full Board at any regular meeting. Notice of amendment votes must appear in the call to meeting announcement. This will be sent prior to the Board meeting.

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Resignations

The Director shall report resignations to the appointing authority. It shall be the appointing authority's responsibility to appoint another member. If possible, Board members should provide one year's advance notice before submitting their resignation.

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