

NATIONAL ASSOCIATION OF STATE PUBLIC HEALTH VETERINARIANS

CONSTITUTION

ARTICLE I. Name. The name of this organization shall be the National Association of State Public Health Veterinarians (NASPHV), hereafter referred to as the “Association”.

ARTICLE II. Purposes. The purposes of this organization shall be to establish closer working relationships among state public health veterinarians and to provide advice and consultation to human and animal health professionals in local, state, and federal governments, private medical practice, and other health related organizations.

The Association provides the following services:

- a communication network between and for its members,
- education and resources to the public health community and general public, and
- prevention and control guidance on zoonotic disease issues.

The Association publishes four compendia:

- *Compendium of Animal Rabies Prevention and Control*
- *Compendium of Measures To Control Chlamydomphila psittaci Infection Among Humans (Psittacosis) and Pet Birds (Avian Chlamydiosis)*
- *Compendium of Measures to Prevent Disease Associated with Animals in Public Settings*
- *Compendium of Veterinary Standard Precautions for Zoonotic Disease Prevention in Veterinary Personnel*

ARTICLE III. Membership. There shall be five classes of membership: active, associate, emeritus, honorary and student.

1. Classes of Membership

- (a) Active membership shall be limited to any veterinarian who is employed in a public health position within a state, territorial, tribal, regional, or local health department or is designated as the State Public Health Veterinarian. Only active members are eligible to vote, hold office, or serve on Compendium Committee.
- (b) Associate membership shall be open to any veterinarian employed in a state animal health agency, a federal government agency, or an academic institution in a position that involves public health duties; or to any non-veterinarian who is employed in a state, territorial, regional, or local health department, a federal government agency, or an academic institution AND who performs duties related to veterinary public health. Associate members shall enjoy all the rights and privileges of active members except the right to vote, hold office, or serve on Compendium Committees.

- (c) Emeritus membership can be granted by the Executive Board to any former active or associate member whose status has changed to make that person ineligible for active or associate membership.
- (d) Honorary membership shall be open to any person who may be named by the Executive Board of the Association.
- (e) Student membership shall be open to any individual enrolled as a full-time graduate or professional student in an academic institution of veterinary medicine or any graduate veterinarian enrolled in a college of public health.

2. Voting

Official decisions of the Association, such as officer elections, changes in dues or amendments to the Constitution or Bylaws are made by vote with only one vote per state cast by the designated State Public Health Veterinarian or another active member from that state. With the exception of ballot voting described pursuant to Article VI. below, votes must be cast in person at the Annual Meeting or a special meeting called by the Executive Board or the Association.

ARTICLE IV. Executive Board. The governing body of the Association shall be known as the Executive Board and shall be composed of the officers of the Association.

ARTICLE V. Officers. The officers of the Association shall be president, president-elect, secretary, treasurer, and vice president. The term of office shall be two years. The vice president shall act as the chair of the nominating committee. Nominations for the positions of president-elect, secretary, and treasurer shall be presented at a regular membership meeting. After an opportunity is given for additional nominations to be made from the floor, the officer(s) will be elected by a majority vote of the states represented at the regular membership meeting. The president-elect shall automatically ascend to the presidency, and the immediate past president shall automatically become vice president.

Article VI. Amendments. The Constitution may be amended if two-thirds of the states represented at an annual meeting vote in favor of the proposed changes provided that such proposed amendment shall have been submitted to the membership at least one month prior to the date of the annual meeting. If all active members from any given state are unable to attend an annual meeting, that state may record an absentee vote by requesting an absentee ballot in writing from the president, and returning the completed ballot to the president prior to the annual meeting. The Constitution may also be amended by mail or email ballot if two-thirds of the states that return their ballot vote in favor of the proposed changes.

Constitution Adopted August 6, 1992

Amended: July 7, 1995; May 5, 2006; June 8, 2008; June 12, 2011

BYLAWS

ARTICLE I. Executive Board.

1. The Executive Board shall have authority to act for and in the name of the Association on matters requiring action and shall report such actions to the members as soon thereafter as possible.
2. The Executive Board shall approve all amendments to the Constitution and Bylaws before submission to the Association and shall enforce the Constitution and Bylaws that are in effect. No Bylaw shall be submitted to the Association that is in conflict with the Constitution.
3. All monies of the Association shall be used solely for the promotion of the affairs of the Association subject to the approval of the Executive Board.
4. A record shall be kept of all Executive Board proceedings, and a summary report thereof shall be made to the Association at the regular meeting by one of the Officers.
5. All questions considered by the Executive Board shall be decided by a majority of the Executive Board members.
6. The findings or actions of the Executive Board shall be subject to reconsideration by the Association on a motion by an active member at the next regular membership meeting.

ARTICLE II. Officers.

1. It shall be the duty of the president to preside at all meetings of the Association and to supervise the affairs of the Association. When the president is absent from a meeting, the presiding officer pro-tem shall be determined by the order of succession; provided, however, that the president may designate his/her alternate at special meetings.
2. The president shall call all meetings of the Executive Board.
3. All resolutions and proceedings of meetings shall be entered in proper books by the secretary, who also shall maintain all other records of the Association, and perform all duties pertaining to the office of the secretary.
4. The treasurer shall keep all monies payable to the Association, shall keep a register of the members of the Association, and shall perform all duties pertaining to the office of the treasurer. All monies payable by the Association shall be paid by checks signed by the treasurer.
5. An office of the Association shall be considered vacated when the officer in question

is taken by death, resigns, or becomes ineligible to continue as an active member, except as otherwise provided in the constitution.

ARTICLE III. Committees.

1. Compendium of Animal Rabies Control Committee. The Compendium of Animal Rabies Control Committee shall consist of not less than four and not more than seven members. The Committee members shall be active Association members appointed by the president with the consent of the Committee Chair. The Committee Chair shall be appointed by the president. At the discretion of the president and Committee Chair, a co-chair may also be appointed. The Committee Chair shall invite consultants representing the Council of State and Territorial Epidemiologists, the Veterinary Biologics Section of the Animal Health Institute, the United States Department of Agriculture, the Council on Public Health and Regulatory Veterinary Medicine of the American Veterinary Medical Association, the Centers for Disease Control and Prevention, and other individuals with expertise in rabies control to participate in the open sessions of the annual Compendium Committee meeting.
2. Compendium of Psittacosis (Chlamydiosis) Control Committee. The Compendium of Psittacosis (Chlamydiosis) Control Committee shall consist of not less than four and not more than seven members. The Committee members shall be active Association members appointed by the president with the consent of the Committee Chair. The Committee Chair shall be appointed by the president. At the discretion of the president and Committee Chair, a co-chair may also be appointed. The Committee Chair shall invite consultants representing the Council on Public Health and Regulatory Veterinary Medicine of the American Veterinary Medical Association, the Centers for Disease Control and Prevention, the Council of State and Territorial Epidemiologists, the Association of Avian Veterinarians, and other individuals with expertise in psittacosis control to participate in the open sessions of the Compendium Committee meeting.
3. Animals in Public Settings Compendium Committee. The Animals in Public Settings Compendium Committee shall consist of not less than four and not more than seven members. The Committee members shall be active Association members currently employed in a state, tribal or local health department, and appointed by the president with the consent of the Committee Chair. The Committee Chair shall be appointed by the president. At the discretion of the President and the Committee Chair, a Co-Chair may be appointed. The Committee Chair shall invite consultants representing the Council on Public Health and Regulatory Veterinary Medicine of the American Veterinary Medical Association, the Centers for Disease Control and Prevention, the Council of State and Territorial Epidemiologists, the United States Department of Agriculture, and other individuals with expertise related to animals in public venues to participate in the open sessions of the Compendium Committee meeting.
4. Veterinary Infection Control Committee. The Veterinary Infection Control Committee, which produces the Compendium of Veterinary Standard Precautions, shall consist of not less than four and not more than seven members. The Committee

members shall be active members currently employed in a state, tribal or local health department, and appointed by the president with the consent of the Committee Chair. The Committee Chair shall be appointed by the president. At the discretion of the president and Committee Chair, a Co-Chair may also be appointed. The Committee Chair shall invite consultants representing the Centers for Disease Control and Prevention, the National Institute for Occupational Safety and Health, the National Association of Veterinary Technicians in America, the United States Department of Agriculture, the Council on Veterinary Services of the American Veterinary Medical Association, the American Animal Hospital Association, and other individuals with expertise in veterinary infection control to participate in the open sessions of the Compendium Committee meeting.

5. In addition to the aforementioned Compendium Committees, there shall be such other standing and special committees as may be authorized by the Executive Board or by the Association.
6. Members of all committees shall be appointed by the president unless otherwise ordered by the Association. Committee members shall serve for a term of five years unless the member resigns, becomes ineligible to continue as a member of the Association, is asked by the Executive Board to resign or extend their term for one year, or the committee is dissolved by the Association. The Chair of the Committee, in consultation with the president, will develop a rotation schedule of members to help ensure orderly succession and continuity of the Committee. A member shall not serve more than two consecutive terms on the same Compendium Committee.
7. All reports of committees shall be submitted in writing to the Association.

ARTICLE IV. Meetings. There shall be an annual meeting at a time and place determined by the Executive Board. On the petition of eight active members, or order of the Executive Board, the president shall call a special meeting of the Association.

ARTICLE V. Quorum. A quorum shall consist of not fewer than one-third of the active members of the Association.

ARTICLE VI. Dues. The annual dues for membership shall be determined by the Association, except for emeritus and honorary members who shall not pay dues. Members who fail to pay their dues by June 30 of the year they are due shall be notified by the treasurer, and if payment is not made by September 30 shall, without further notice and without hearing, be dropped from the rolls and Association Listserve, and thereupon forfeit all rights and privileges of membership; provided that the Executive Board may by rule prescribe procedures for extending the time for payment of dues and continuation of membership privileges upon request of a member and for good cause shown.

ARTICLE VII. Rules of order. The rules of parliamentary procedure, according to the last edition of Roberts' Rules of Order, shall govern all meetings of the Association.

ARTICLE VIII. Amendments. The Bylaws may be amended if two-thirds of the states represented at an annual meeting vote in favor of the proposed changes provided that such proposed amendment shall have been submitted to the membership at least one month prior to the date of the annual meeting. If all active members from any given state are unable to attend an annual meeting, that state may record an absentee vote by requesting an absentee ballot in writing by letter or email from the president, and returning the completed ballot to the president prior to the annual meeting. The Bylaws may also be amended by mail or email ballot if two-thirds of the states that return their ballot vote in favor of the proposed changes.

Bylaws Adopted August 6, 1992

Amended:

July 7, 1995

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May 5, 2006

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