Constitution and By-Laws

of the

Texas Environmental Health Association

Constitution Amended October 12, 2012
By-Laws Amended July 18, 2014
Constitution

Article I - Organization Name

This organization shall be known as the Texas Environmental Health Association.

Article II - Objectives

Section 1.
To protect and strengthen the status of the Professional Sanitarian and those who practice in the profession of Environmental Health.

Section 2.
To strive for recognition of the Association as a scientific group rendering service for the general welfare of the public.

Section 3.
To encourage reciprocal cooperation of the various branches and departments of government and industry with activities directed toward the improvement of the environment, consumer or public health.

Section 4.
To bring about harmonious and cooperative effort for the better understanding and more efficient rendering of the duties and responsibilities for the Professional Sanitarian and for those who practice in the profession of Environmental Health.

Section 5.
To bring about standardization in the interpretation of Environmental, Consumer and Public Health Laws and practices in the State of Texas.

Section 6.
To encourage the establishment of courses of instruction and schools of training for the purpose of increasing knowledge and the efficiency of Professional Sanitarians and those who practice in the profession of Environmental Health.

Section 7.
To foster and promote high standards of attainment by Professional Sanitarians and those who practice in the profession of Environmental Health in their work and in their qualifications for engaging therein.

Section 8.
To establish a central point of reference for its members.
Section 9.
To inform the general public and industry, through good public relations procedures, of the present work performed in Environmental Science, related sciences and the future goals of the Association.

Section 10.
To promote better understanding and closer working relationships among this Association, Industry, and other professional groups.

Section 11.
No substantial part of the activities of the Association shall be the carrying on of propaganda, or otherwise attempting to influence legislation other than non-partisan and otherwise neutral testimonials as deemed necessary to properly represent the Association through the protection of the environment, consumer and overall public health. Additionally, the Association shall not participate in, or intervene in (including the publishing or distribution of statements) a political campaign, or on behalf of any campaign for public office. Notwithstanding any other provision of these articles, the Association shall not carry on any other activities not permitted to be carried on:

(A) by a corporation exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or

(B) by a corporation, contributions of which are deductible under Section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any other future federal tax code.

(C) when the Legislation and Guidance Committee has knowledge of a bill that either positively or negatively affects the environment, consumer or public health; the Association may secure the services of a non-partisan lobbyist to represent the interest of the Association in response to such bill. Such action shall only be taken upon the majority of vote of the Governing Council.

Article III – Definitions

Section 1.
Association as used hereinafter shall mean the Texas Environmental Health Association.

Section 2.
A Sanitarian shall be defined as the person who is qualified by education and experience in the field of Biological and Environmental Science and Technology to engage in the promotion of Consultative Services in the Environmental field and who carries out educational and inspection duties to protect human health, safety, and welfare and to enhance the environment. A Sanitarian shall possess a valid Certificate of Registration as a Professional Sanitarian. A Sanitarian-In-Training shall be defined as a person who is registered and working to establish sufficient professional knowledge and/or experience to be eligible for a Certificate of Registration.

Section 3.
An Environmental Health Professional shall be defined as a person who is qualified by education and/or experience in the field of Biological and Environmental Sciences and Technology to engage in the promotion of consultative services in the environmental field and who carries out educational and inspection duties to protect human health, safety, and welfare and to enhance the environment.
Section 4.
Member shall mean anyone who holds a membership of any class in the Texas Environmental Health Association.

Section 5.
Member in good standing shall mean any person who has fulfilled the requirements for membership and who has neither voluntarily withdrawn from membership nor has been expelled or suspended from membership after appropriate proceedings consistent with lawful provisions of the Constitution and By-Laws.

Section 6.
Industry shall mean any form of business that is in any way regulated or advised by persons actively engaged in performing the work of a Professional Sanitarian or Environmental Health Professional.

Article IV – Membership

Section 1.
There shall be eight classes of membership designated as Active, Honorary Life, Life, Fellow, Student, Associate, Sustaining and Retired.

Section 2.
The right to hold office in the Association shall be extended to all classes except Student, Sustaining and Associate.

Section 3.
The right to vote shall be limited to any current member in good standing with the exception of Sustaining Members. Sustaining Members in good standing shall designate one individual who shall exercise voting privileges on their behalf.

Section 4. Application for Membership

(A) Membership may be obtained by submitting an application for membership. Dues in advance for one year must accompany the application. Upon receipt of application and dues, the Executive Director shall review and process the application. The applicant will receive notification that will state the class of membership or the denial of membership in the Association.

(B) Membership shall be renewed annually to remain in good standing. Renewal statements shall be issued either electronically or by mail to the last known address or e-mail address as it appears on the records of the Association each year.

Article V – Governing Body

Section 1. Officers

(A) The officers of the Association shall consist of a President, President-Elect, First Vice-President, and Second Vice-President.

(B) Term of office is for one year.
(C) The election of officers of the Association shall be conducted as set out in the By-Laws of the Association.

Section 2. Governing Council

(A) There shall be a Governing Council of the Association, which shall consist of:

(1) The elected officers of the Association.

(2) The President of each local chapter of the Association.

(3) Six members at large elected by the membership by means of a ballot as outlined in the By-Laws of the Association.

(4) The immediate Past-President of the Association who will serve as a Councilor for one year.

(B) Term of office for the six elected members at large shall be for three years with one third of the council retiring each year. A member at large may not be elected to serve more than two consecutive terms on the Governing Council.

(C) The terms of the officers and Governing Council shall begin at the close of the Annual Educational Conference.

(D) Members of the Governing Council may be removed from office at the discretion of the membership or Governing body as provided in Robert’s Rules of Order, Newly Revised.

(E) In the event of a vacancy in any office of the Governing council (except offices of President, President-Elect, First Vice-President) the vacancy may be filled for the remainder of the term of office by appointment by the Governing Council with a two-thirds majority vote of the Governing Council.

(F) In the event of a vacancy in the office of President, President-Elect, or First Vice-President, the vacancy shall be filled by the officer immediately below the vacated office with all officers advancing one step.

(G) The office of the Executive Director shall be filled by appointment by the Governing Council. This position is a paid position and is not subject to any term limits.

(H) In the event that a member of the Governing Council fails to attend in person at least two of the Governing Council Meetings of the Association each year, the office may be considered vacant. The vacancy shall be filled according to the sections above in this Article.

(I) A state officer or governing council member at large may not serve as a Local Chapter President, state officer or state governing council member at large simultaneously.
Section 3. Advisory Board
The Governing Council may select advisory boards to be comprised of persons in other public health fields or industry. This shall be left to the discretion of the Governing Council. Term of service is to be regulated by the Council.

Section 4. Historian
The President of the Association may select a person from the membership to serve perpetually as Historian. Duties may include compiling a history of the Association, maintaining pertinent records, photographs, documents and other items related to events and achievements of the Association, and any other activities deemed appropriate to commemorate under Article II—Objectives.

Section 5. Parliamentarian
The President of the Association may select a person from the Membership to serve as Parliamentarian with the approval of the Governing Council. The duties of the Parliamentarian shall be to know parliamentary procedures. Term of office shall be for one year unless appointed again by the newly elected President.

Section 6. Registered Agent
To satisfy the requirements of the Texas Non-Profit Corporation Act, the Association designates the Executive Director as the registered agent. This amends the Articles of Incorporation of the Texas Association of Sanitarians, Austin, Texas filed in the office of the Secretary of State, May 28, 1956.

Article VI – Meetings

Section 1.
Meetings of the Governing Council shall be at a time and place designated by the Governing Council.

Section 2.
A quorum is required for all Governing Council meetings and shall be considered as a majority of the members of the Governing Council either present in person or by written proxy certified by the Executive Director.

Section 3.
Meetings of the local chapters shall be held at regular intervals to be decided by the local chapters.

Article VII – Order of Business

In all regular called business meetings, Robert’s Rules of Order, Newly Revised, shall prevail.

Article VIII – Amendments

Constitution may be amended by a two-thirds vote of the members of the Association present and voting at the Annual Educational Conference and including those absentee ballots, provided that the membership of the Association has been notified in writing of the specific amendment not less than 30 days prior to the conference, and provided further that the amendment has received the approval of the Governing Council.
Article IX – Effective Date

Any revisions to the Constitution shall take effect immediately at the close of the Annual Educational Conference that these revisions are voted on and accepted.

Article X – Dissolution

Upon the dissolution of the Association, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by the Court of Competent Jurisdiction of the county in which the principal office of the Association is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.
By-Laws

Article I – Membership Definitions

The eight classes of membership are:

Active Members: Those members actively engaged in the work of a Sanitarian, Environmental Health Professional, or professionals in other public health related fields. This class shall include members who work in Industry.

Honorary Life Member: Upon approval of the Awards Committee and Governing Council, Honorary Life Membership may be awarded to retired members who have been active in the Association for a period of 10 years or more or active members who have performed the meritorious service and outstanding work in the field of Environmental, Consumer or Public Health. This membership will entitle them to full voting rights without further payment of annual dues.

Life Member: A member who has had an active membership for at least 5 years with the Association, has filed an application, paid the appropriate fee and has been approved by the Governing Council for such a membership.

Fellow: Active members who are in good standing for five continuous years with a recognized professional status, and qualified according to the procedures prescribed by the Governing Council; or a Life or Honorary Life Member who completes the application. Additional dues paid by this class of membership are used to support keynote speakers at the Annual Education Conference.

Student: Members who are enrolled full-time in a college or university and participate in a curriculum relating to environmental, consumer or public health.

Associate: Anyone interested in the field of environmental, consumer or public health but who may not be active in the field.

Sustaining: Any business, firm, or corporation expressing an interest in the Association and its objectives. Sustaining members shall designate one individual who shall exercise voting privileges on their behalf.

Retired: Any individual who has been an active Association member for five or more years and has retired from employment and is not gainfully employed at the time of application or renewal.

Article II – Dues

Annual dues for the various classes of membership shall be established by a two-thirds majority of the Governing Council and shall be recorded in the council minutes. All such amounts shall stand until a change is voted on and recorded. Each chapter shall receive $10 per Active, Fellow and Associate Member from the Governing Council.
Article III – Fiscal Year

The fiscal year of the Association shall extend from January 1\textsuperscript{st} to December 31\textsuperscript{st} of each year.

Article IV – Proxy

Section 1.
Governing Council: In the event a Councilor is unable to attend a regular or called meeting of the Council in person, the Councilor may authorize any member in good standing of the Association to act on his or her behalf, provided the authority is in writing and provided the named member is not at the time a State Governing Councilor. This authority must be verified by the Executive Director.

Section 2.
The Executive Director is a salaried non-voting ex-officio member of the Governing Council and therefore may not serve as a proxy.

Section 3.
In the event that a member of the Governing Council fails to attend in person at least two of the Governing Council Meetings of the Association each year, the office may be considered vacant. The vacancy shall be filled according to the Constitution Article V Section 2 (E) and (F).

Article V – Finances

Section 1.
Receipts shall be given on all remittances to the Association and the funds shall be deposited to the account of the Executive Director and/or the respective local chapter. The Executive Director and Local Chapter Treasurers shall collectively be bonded for not less than Twenty Five Thousand Dollars ($25,000). The Executive Director shall notify the bonding company when members holding Local Chapter Treasurer positions change. The Executive Director is to be custodian of all records, funds, and investments of the Association, and shall disburse funds by check, in accordance with authorized voucher. Each withdrawal check or payment voucher shall contain the signature of the Executive Director. In the case of the absence of the Executive Director, not less than two signatures of duly elected officers shall be required.

Section 2.
The financial records of the Association shall be audited at least once per year by a professional accounting firm.

Section 3.
Financial Statements of the Association shall be provided to any member in good standing upon written request. Audit findings shall be provided to governing council members at the end of each fiscal year or during the first quarter of the new fiscal year. An annual budget shall be prepared by the Executive Director and shall be approved by the Governing Council no later than the last meeting of the year proceeding the new fiscal year.
Section 4.
No part of the net earnings of this organization shall be distributed to the benefit of any member or officer of this organization. However, this provision shall not preclude the ability of the governing council to establish budget items to offset travel expenses of those elected to governing council or to fund positions that have become vital to the continuance of the Association. In the event of dissolution, liquidation or termination of the organization, net assets will be distributed as specified in the Constitution Article X.

Article VI – Meetings

There shall be one Annual Educational Conference and at least three Governing Council Meetings of the Association each year. These meetings shall take place at a time and place to be designated by the Governing Council. Special meetings of the Association may be called by the President of the Association when deemed necessary.

Article VII—Local Chapters

Local chapters of the Association will be authorized by the Governing Council. Requirements for establishing a local chapter are as follows:

(1) To submit a request signed by at least 25 persons who are members of the Association.
(2) All activities of the local chapters shall be conducted with due regard to the objectives as set out in Article II of the Constitution.
(3) As part of the Texas Environmental Health Association, local chapters must comply with the provisions of the Constitutions, By-Laws, and all policies adopted by the Governing Council of the Texas Environmental Health Association. Local chapters may adopt local by-laws which shall not conflict with the Association By-Laws. Local chapter by-laws must be reviewed and approved prior to implementation by the state Governing Council.
(4) Local chapters shall have as many meetings a year as necessary to conduct the business of the local chapter.

Section 1.
The Governing Council for the local chapter shall consist of a President, President-Elect, First Vice-President, Secretary-Treasurer, and up to a maximum of six members elected from the membership by means outlined in the By-Laws of the Association. If the local chapter elects, the position of Secretary-Treasurer may be divided into two positions Secretary and Treasurer. In the event that local chapters cannot fill all of these positions, at a minimum the local chapter must have a President and a Secretary-Treasurer.

(A) Term of office for President, President-Elect, and First Vice-President is one year, unless unopposed. All officers will take office immediately following the Annual Educational Conference and shall serve through the end of the next Annual Educational Conference.

(B) The term of office for the Chapter Governing Councilors is three years. The Chapter Governing Councilors will take office immediately following the Annual Educational Conference and shall serve through the end of their term.
Section 2.
Each local chapter shall hold elections so the new Chapter President can assume office at the end of the Annual Educational Conference and attend the Governing Council meeting that is held at the end of the Annual Educational Conference. The Executive Director shall receive the name of the Chapter President no later than three weeks prior to the Annual Educational Conference. Each local chapter can determine the method they choose to hold elections as long as the local chapter follows Robert’s Rules of Order, Newly Revised. Elections may be done in person, by mail, electronically (internet based), or utilizing another technology. The candidate receiving the largest number of votes for each office shall be duly elected officers for the local chapter for the ensuing year. All officers assume office immediately following the state Annual Educational Conference and shall serve through the end of their elected term.

Section 3.
In the event of a tied vote, meaning each candidate received the same number of votes; a run-off election will be held in accordance with Section 2 of this Article.

Section 4.
Meetings of the local chapters shall be decided by the local chapters. In all regular and called business meetings, Robert’s Rules of Order, Newly Revised shall prevail.
Section 5.  Members not in good standing shall not be entitled to vote, hold office or enjoy the privileges of membership. Discontinuance of Membership will be in accordance with Article IX of the By-Laws.

Section 6.  Should a local chapter become unable to fill the positions defined above and meet the requirements set forth in the preceding sections, the Governing Council may, upon two-thirds vote of the council, dissolve the local chapter to uphold the integrity of the Association. Members of a dissolved local chapter will be reassigned to an adjacent local chapter. Such action shall not affect the standing of the individual members as members in good standing in the Association.

Article VIII—Committees

Section 1.  There shall be nine standing committees of the Association, as follows:

(A) Committee on Professional Education: The members shall include the President-Elect as the Chair and not less than four members.

(B) Annual Educational Conference Programs Committee: The members shall include the First Vice-President as the Chair and not less than four members.

(C) Committee on Legislation and Guidance: The members shall include the Chair, which will be a member in good standing and will be appointed by the Association President, the Association Legal Consultant (if appointed by the Governing Council) and not less than four members.

(D) Committee on Membership and Vision: The members shall include the Second Vice-President as the Chair and the Local Chapter Presidents.

(E) Committee on Awards: The members shall include the Executive Director as the Chair and the Local Chapter Presidents.

(F) Nominations Committee: The members shall include the Past President as the Chair, and one representative from each local chapter who are members in good standing.

(G) Committee on I.E. Scott Award: The members shall include the President-Elect as the Chair, the Presidents of each local chapter, and one previous recipient of the I.E. Scott Award, which shall be appointed by the Association President. Any Local Chapter President who has a nominee from their local chapter will participate in the committee discussions but will not be allowed to vote on the award recipient.

(H) Committee on Site Selection: The members shall include the Executive Director as the Chair, the immediate Past-President, the President-Elect, and an additional two appointees.

(I) Continuation Committee: The members shall include the Past-President as the Chair, President, President-Elect and an additional two appointees.
Section 2.
Any ad hoc committee shall consist of at least three members appointed by the Association President and approved by the Governing Council.

Section 3.
Specific duties of each standing committees will be set forth by the Governing Council.

Section 4.
Each committee shall elect from its own membership such officers, as may be required for the committee to conduct its business.

Section 5.
Unless otherwise provided in the By-Laws, all other Association committees shall be authorized and appointed by the Association President and approved by the Governing Council. Appointment to Committee membership shall expire at the end of the next Annual Educational Conference, unless the committee is dissolved prior to this time by action of the Governing Council. If, in the judgment of the Association President it becomes necessary to appoint a committee at a time when it is impossible to obtain authorization of the Governing Council, the President shall be empowered to appoint such a committee. This committee will serve until the next meeting of the Governing Council, at which time the Governing Council will approve the continuance or dissolution of the committee.

Article IX—Discontinuance of Membership

Section 1.
Members not in good standing shall not be entitled to vote, hold office or be entitled to other privileges of membership. Members will not be in good standing if their dues remain unpaid for one month after December 31st each year and they shall be removed from the member list of the Association. Members whose names have been removed from the member list may again be admitted by following the process as outlined for new members.

Section 2.
If, in the opinion of the Governing Council, any member of the Association permits the use of their name, or otherwise allows him/herself to be quoted or used for illustration in the advertisement of a commercial product, in such a manner as to reflect discredit upon the Association, his or her membership in the Association shall thereupon be terminated.

Section 3.
If, in the opinion of the Governing Council, any member of the Association is negligent in ill will towards the Association, his or her membership in the Association shall thereupon be terminated.

Section 4.
Upon the recommendation of a committee appointed by the Governing Council, the Governing Council may discontinue the membership or affiliation of any member. Two-thirds of the votes cast shall be necessary for such action.
Section 5.
Council will give written notice to the member at least 30 days prior to the action. A member who has been suspended or expelled by the Governing Council may appeal to the Association at the next scheduled Governing Council meeting provided they have filed due notice with the Executive Director at least fifteen (15) days prior to the meeting. The case shall be heard in full by the Governing Council. The vote of the Governing Council on such occasion shall be by “secret ballot” “for the confirmation of the findings of the Governing Council” or “rescind the findings of the Governing Council”. A two-thirds majority of the votes cast will decide the appeal.

Article X Election of State Officers

Section 1.
Each local chapter shall submit nominees to the Nominations Committee by June 1st of each calendar year. Nominees must be members in good standing. The Nominations Committee shall review the nominees and present the nominees to the Governing Council. There shall be at least two candidates for the office of Second Vice-President. The Governing Council, upon receipt of the nominees shall then instruct the Executive Director to put the names on the ballot making it the official ballot. The official ballot will be submitted to all members by mail, electronically, or using another technology with instructions to vote for one candidate per officer position at least 30 days prior to the Annual Educational Conference of the Association. Write-in candidates shall be counted in the vote. The candidate receiving the largest number of votes shall be duly elected. In the case of a tie vote, the winner shall be determined by a majority vote of the Governing Council.

Section 2.
Official ballots shall be approved by the Governing Council and recorded in the Governing Council meeting minutes annually. Official ballots with clear indication of choice of candidate will be valid and counted. Official ballots without clear indication of choice of candidate will be invalid and will not be counted. If a candidate selection is left blank on an official ballot for one of the vacancies, no vote will be recorded for that specific office; however, the remaining selections on the ballot shall be validated and counted. The candidate receiving the largest number of votes for each office shall be the duly elected officers for the Association for the upcoming year. In the case of a tie vote, the winner shall be determined by a majority vote of the Governing Council. The offices of Second Vice-President, First Vice-President, President-Elect, President and Past President will take office immediately following the Annual Educational Conference and shall serve through the end of the next Annual Educational Conference for a term of one year.

Section 3.
The order of advancement shall be from Second Vice-President to First Vice-President, to President-Elect, to President, and then to Past President with each officer advancing one step. After the Second Vice-President completes a one year term in office, they automatically advance to First Vice-President and proceed through the officers’ ranks annually, unless defeated during the process by another candidate.

Section 4.
In the event of a vacancy in the office of President, President-Elect, or First Vice-President, the vacancy shall be filled by the officer immediately below the vacated office with all officers advancing one step.

Section 5.
The Executive Director is an employee of the Association and is a non-voting ex-officio position. The Executive Director shall be filled by appointment by the Governing Council. This position is not subject to any term limits and shall have an annual performance review performed by the President and the President-Elect and presented to the Governing Council at the first meeting of the fiscal year.
Section 6.
In the event that an officer fails to personally attend at least two of the Governing Council Meetings of the Association each year, the office may be considered vacant. The vacancy shall be filled according to Section 4 of this Article.

Section 7.
Should any Officer fail to meet the obligations as outlined for an Officer of the Association or perform in any manner so as to discredit the Association, the Officer may be suspended from all duties by a two-thirds majority vote of the Governing Council. The suspension can be appealed within 60 days by following the appeals process in Article IX.

Article XI—Election of State Councilors At Large

Section 1.
Each local chapter shall submit nominees to the Nominations Committee by June 1st of each calendar year. Nominees must be members in good standing. The Nominations Committee shall review the nominees and present the nominees to the Governing Council. There shall be at least four candidates for the office of Councilor At Large. The Governing Council, upon receipt of the nominees shall then instruct the Executive Director to put the names on the ballot making it the official ballot. The official ballot will be submitted to all members by mail, electronically, or using another technology with instructions to vote for two candidates at least 30 days prior to the Annual Educational Conference of the Association. Write-in candidates shall be counted in the vote. The two candidates receiving the largest number of votes shall be duly elected. In the case of a tie vote, the winner(s) shall be determined by a majority vote of the Governing Council.

Section 2.
Official ballots shall be approved by the Governing Council and recorded in the Governing Council meeting minutes annually. Official ballots with clear indication of choice of candidate will be valid and counted. Official ballots without clear indication of choice of candidate will be invalid and will not be counted. If a candidate selection is left blank on an official ballot for one of the vacancies, no vote will be recorded for that specific office. The two candidates receiving the largest number of votes shall be the duly elected Governing Councilors At Large for the Association for the upcoming three year term. In the case of a tie vote, the winner shall be determined by a majority vote of the Governing Council. The Councilors At Large will take office immediately following the Annual Educational Conference and shall serve through the end of their term.

Section 3.
In the event of a vacancy in the office of Governing Council At Large, the seat may be filled for the remainder of the term of office by appointment by the Governing Council with a majority vote of the Council.

Section 4.
In the event that a Governing Councilor At Large fails to attend in person at least two of the Governing Council Meetings of the Association each year, the office may be considered vacant. The vacancy shall be filled according to Section 3 of this Article.
Article XII—Amendments

The By-Laws may be amended by a two-thirds majority vote by those present and voting on the Governing Council during any Governing Council meeting, provided that twenty-four hours prior written notice thereof has been given. The By-Laws may further be amended by a two-thirds majority vote by those present and voting at any meeting of the Governing Council called for the purpose, provided that notice thereof shall have been given at least fifteen days prior to such meeting.

Article XIII—National Environmental Health Association Affiliation

The Texas Environmental Health Association is an affiliate association of the National Environmental Health Association (NEHA) and the President and President-Elect of the Texas Environmental Health Association must be a current active member in good standing of NEHA.

Article XIV—Benefits

Any benefit programs that the Association might actively engage which is beneficial to its membership shall be considered by the Governing Council.

Article XV—Awards

Section 1. I.E. Scott Award
Each year, the I.E. Scott Awards Committee will accept nominations for the I.E. Scott Award to recognize individuals for a career of outstanding contributions to the Environmental Health Profession. Criteria have been established by the IE Scott Awards Committee and may be reviewed and updated by the Governing Council as needed. Candidates must be a current member in good standing of the Association. The I.E. Scott award may be awarded posthumously. In addition, the recipient of the I.E. Scott Award may also be nominated for Meritorious Service Award given by the National Environmental Health Association. No nominations will be accepted after the deadline outlined in Section 6 of this Article.

Section 2. Thomas L. (Tom) Edmonson Meritorious Award
Each year, Local Chapter Presidents may present to the Committee on Awards, one nomination for the Thomas L. (Tom) Edmonson Meritorious Award to recognize an individual for a career of outstanding service to the Texas Environmental Health Association. Criteria have been established by the Committee on Awards and approved by the Governing Council. The criteria may be reviewed and updated by the Governing Council as needed. Candidates must be a current member in good standing of the Association. The Thomas L. Edmonson Meritorious Award may be awarded posthumously. Candidates not selected may also be considered for other Meritorious Services Awards outlined in Section 3 of this Article. No nominations will be accepted after the deadline outlined in Section 6 of this Article.

Section 3. Chapter Meritorious Service Awards
Each year, Local Chapter Presidents may present to the Committee on Awards, one nominee from their respective area for consideration. No nominations will be accepted after the deadline outlined in Section 6 of this Article. Further, the Committee is authorized to present additional awards at large as it deems necessary.
Section 4.
Burl Cockrell Memorial Scholarship Award
Each year, the Committee on Professional Education will accept applications for the Burl Cockrell Memorial Scholarship Award from members or member’s immediate family who are enrolled in accredited college or university with major course work in environmental or public health. Criteria have been established by the Committee on Professional Education and approved by the Governing Council. The criteria may be reviewed and updated by the Governing Council as needed. Applications will not be accepted after the deadline outlined in Section 6 of this Article.

Section 5.
Ruth Hendy Memorial Award of Excellence
Each year, the Committee on Awards will accept applications for the Award of Excellence to recognize organizations that achieve a high degree of professionalism and commitment to the communities they serve in the area of food safety. Criteria have been established and approved by the Governing Council. The criteria may be reviewed and updated by the Governing Council as needed. Applications will not be accepted after the deadline outlined in Section 6 of this Article.

Section 6.
Deadline
All applications for items listed in Sections 1-5 of this Article must be received by the Executive Director no later than June 1st prior to the Annual Education Conference at which time the awards shall be presented.

Section 7.
NEHA Awards
Each year, the Nominations Committee may seek candidates for the Walter S. Mangold Award and the Walter F. Snyder Award. The committee may solicit nominees from local chapters. The Nominations Committee shall present the nominations to the Governing Council for approval. Upon approval from the Governing Council, the Nominations Committee shall prepare the application and submit the candidate’s application prior to the deadline established by NEHA.

Article XVI—Affiliates

Section 1.
An Affiliate Association shall be restricted to any organization classified in any of the following categories: (1) the organization promotes Consumer and/or Public Health; (2) the organization promotes Environmental Health; and (3) the organization is non-profit.

Section 2.
A written petition must be submitted to the Governing Council requesting affiliation with the Association.

Section 3.
A copy of the organization’s Constitution and By-Laws must be filed with the petition.

Section 4.
A committee appointed by the President of the Association shall review the petition and research the organization.

Section 5.
The committee shall submit its report to the Governing Council.
Section 6.
Upon approval by the Governing Council, the organization shall be allowed affiliation with the Association, and may place on its stationary or any other materials deemed appropriate by the Association, the insignia of the Association. The official insignia of the Association will be approved by the Governing Council.

Article XVII—Publications

Section 1.
Beacon shall be the official publication of the Association.

Section 2.
The Association may with the approval of the Governing Council publish any such additional publication, as it deems necessary.

Article XVIII—Registered Address

To satisfy the requirements of the Texas Non-Profit Corporation Act, the Association designates, P.O. Box 889, Wolfforth, Texas 75382 as the registered address of the Association.

Article XIX—Official Position

The Governing Council is responsible for promulgating the official views of the Association. Any position must be consistent with the official objectives outlined in Article II of the Constitution. Any official position of the Association must be voted on by the Governing Council. No member or members may represent a specific viewpoint on any matter as the official Governing Council position statement unless approved and appointed by the Governing Council.

Article XX—Governing Council Electronic Voting

The Governing Council may adopt policies and procedures to provide a mechanism by which the Governing Council may address and vote on the affairs of the Association during periods between regularly scheduled meetings by way of electronic means, so long as all members may participate.

Article XXI—Effective Date

These revised By-Laws shall take effect 30 days following the adoption of the revisions for all matters herein, unless specified otherwise.

Amended March 17, 1991
Amended June 22, 1994
Amended March 31, 1996
Amended January 1, 1998
Amended April 18, 1999
Amended January 12, 2002
Amended September 7, 2002
Amended January 11, 2003
Amended September 11, 2004
Amended April 9, 2006
Amended May 13, 2007
Amended April 16, 2010
By-Laws Revised July 20, 2012
Constitution Revised October 12, 2012
By-Laws Amended July 26, 2013
By-Laws Amended April 11, 2014
By-Laws Amended July 18, 2014