

**SECTION FOR for PUBLIC HEALTH
NURSING BYLAWS
Approved January 19, 2023
Revised April 23, 2024**

ARTICLE I. NAME

The name of this group shall be the Section for Public Health Nursing.

ARTICLE II. PURPOSE

The Section for Public Health Nursing (SPHN) was established within the Missouri Public Health Association (MPHA) to address issues that impact public health nursing within the public health system. The SPHN makes recommendations on issues that affect public health nursing practice, standards, education, recruitment, and retention.

ARTICLE III. VISION

Through excellence in public health nursing practice, public health nurses will be leaders in promoting healthy people in healthy communities.

ARTICLE IV. MISSION

SPHN provides leadership, expertise, and advocacy related to public health nursing practice, standards, and issues.

ARTICLE V. VALUES

The SPHN values:

- public health nursing as a specialty that promotes and protects the health of populations using knowledge from nursing, social, and public health sciences;
- an interdisciplinary public health team dedicated to promoting healthy people in healthy communities;
- prevention as the foundation for promoting individual and community health;
- continuing education designed to enhance leadership skills and professional growth; and
- quality care that meets or exceeds established standards and is creative, culturally competent, and compassionate.

ARTICLE VI. MEMBERSHIP

The SPHN shall be composed of public health nurses and students enrolled in a school of nursing who are current members of MPHA. The Executive Committee will recruit members representing a diverse selection of public health nurses from varied specialties within public health nursing.

The Executive Committee will approve all new members from qualified applicants. The Executive Committee shall review MPHA membership and update the SPHN membership roster annually.

ARTICLE VII. EXECUTIVE COMMITTEE

The Executive Committee shall be composed of a chair, chair-elect, secretary, two members-at-large, and the standing ex officio DHSS public health nursing manager. The Executive Committee members shall be licensed nurses and elected by the membership at the first meeting of each year.

- The Chair shall serve for a one-year term.
- The Chair-Elect shall serve for a one-year term and shall automatically become Chair for the next one-year term.
- The Secretary shall serve for a two-year term.
- Members-at-large shall serve for two-year terms using a staggered approach, one elected in even years and one in odd years, to ensure overlap. If a member of the Executive Committee resigns before their term expires, the Executive Committee may appoint a new member to serve the unexpired term.
- Executive Committee members that miss two consecutive meetings and do not provide advance notification to the Chair shall forfeit their elected position. The Executive Committee may appoint a new member to serve the unexpired term.

ARTICLE VIII. DUTIES OF THE SECTION, EXECUTIVE COMMITTEE, AND MEMBERS

The duties of the SPHN shall include the following:

- Identify, evaluate, and make recommendations on issues impacting public health nursing practice;
- Identify, communicate, and make recommendations regarding standards for public health nursing practice;
- Collaborate with schools of nursing to promote quality public health nursing education;
- Provide a network that maximizes communication and promotes interdisciplinary collaboration;
- Identify educational needs of the public health nursing workforce and facilitate access to education;
- Provide leadership and information to practicing public health nurses, professional boards, organizations, and other disciplines on public health nursing issues;
- Serve as an advisor on public health nursing to the MPHA; and
- Collaborate with the MO DHSS through the DHSS public health nursing manager.

The duties of the chair shall include the following:

- Develop agenda for SPHN meetings in collaboration with the Executive Committee and the MPHA Executive Director;
- Preside at SPHN meetings;
- Appoint SPHN committees and task forces as needed;
- Serve on the MPHA Board of Directors; and

- Delegate representation for the SPHN as indicated.

The duties of the Chair-Elect shall include the following:

- Assume duties of chair if chair is absent, and
- Coordinate the selection of the annual PHN nursing awards.

The duties of the secretary shall include the following:

- Verify license/student status and practice setting of applicant members;
- Record and distribute minutes of each meeting; and
- Receive nominations for annual public health nursing awards, prepare by removing identifying information, and forward to Chair-Elect.

The duties of the members-at-large shall include the following:

- Coordinate annual review of the SPHN bylaws by Executive Committee, and
- Distribute recommended changes of the SPHN bylaws to general membership at least 10 business days prior to holding vote for adoption.

The duties of the Executive Committee shall include the following:

- Solicit and orient new members, and
- Review bylaws and recommend changes.

The duties of the members shall include the following:

- Attend and participate in SPHN meetings;
- Develop recommendations for the MPHA Board of Directors regarding public health nursing;
- Develop and share public health nursing resources;
- Participate in task forces established by the SPHN; and
- Nominate and select Executive Committee members.

ARTICLE X. MEETINGS

Meetings will be held at least quarterly during the calendar year. Expenses for attending meetings will be the responsibility of members.

ARTICLE XI. QUORUM

A quorum of the membership shall be required to conduct SPHN business and shall consist of at least 10 SPHN members present. A simple majority of members present will make decisions.

ARTICLE XII. WORK GROUPS

The SPHN may establish work groups as needed to accomplish activities designed to meet the SPHN strategic objectives.

ARTICLE XIII. AMENDMENTS and BYLAWS

Bylaws may be amended at any regular or special meeting of the SPHN, provided notice of the proposed amendment has been given to the members at least ten (10) business days before a vote is taken. The Executive Committee will review the bylaws annually.